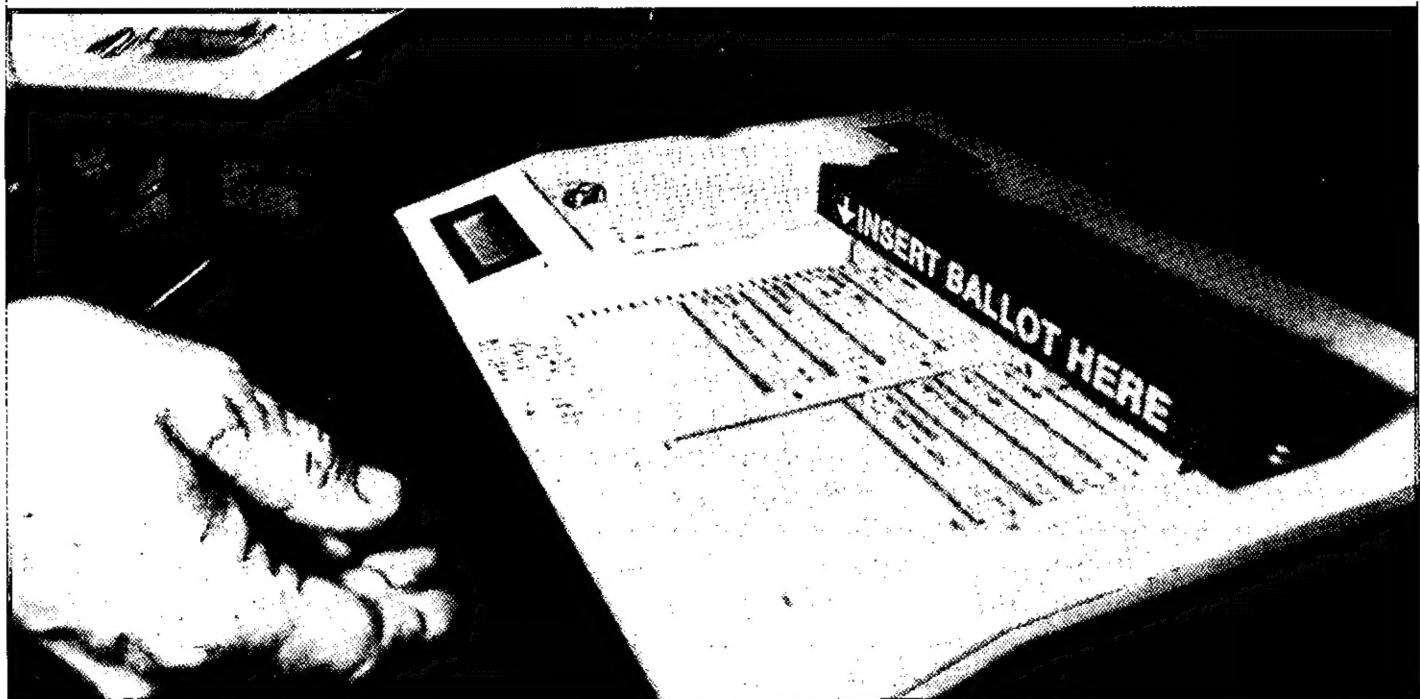


SOUTHBOROUGH

TOWN REPORT 2000

Dedicated to the Voters of Southborough



AND

WARRANT

APRIL 9, 2001 ANNUAL TOWN MEETING

One Hundred Twenty-Seventh

ANNUAL REPORT

of the

TOWN OF SOUTHBOROUGH

MASSACHUSETTS



For the Year Ending

December 31, 2000

The Year 2000—

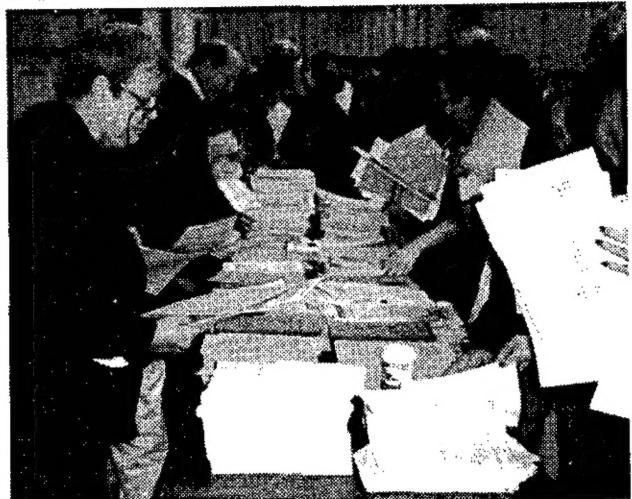
The Year of the Voter in Southborough and Our Nation

We went to the polls in an unprecedented seven elections: the March and September state and national Primaries, the May 8 Annual Town Election, the November 7 National Election, and Special Town Elections on April 15, November 18, and December 16.

*We waited in the longest lines in our history
to be counted among
the largest single meeting in our history.*



*We gathered perhaps
the largest stack of handouts
in our history.*



And on April 1, April 10, September 11, 2000, and November 13, 2000, we came to listen, debate, and vote at Special and Annual Town Meetings.



To those who faithfully exercise the great responsibility and, yes, the privilege, that this basic rite of democracy represents to our citizens and to people all over the world, we dedicate this Year 2000 Annual Town Report.

Town Meeting Time

Time to raise and appropriate. Count the quorum. Yield the floor. Move the question. Offer an amendment. Take the chair. Recommend for. Recommend against. Raise your hand. Point of order. Sound your voice.

Add to the police force. Debate a pay raise. Buy a pick-up for the water department. Tell the highway department to wait another year for a snowplow. Install a new water main.

Re-zone some land. Approve an addition. Accept an easement. Appoint a study committee. Create a commission. Build a school. Approve a new public way. Built a sidewalk.

Stacks of handouts from intent citizens at the door. Inside: slides and graphs and, of late, "Power Point" presentations of the latest proposals before us.

"First nights" who come back night after night. Others who come, often impatiently, for their one big issue and leave. Voters who've studied up and prepared. Voters who seem to forget why they're here.

Coffee sold by Girl Scouts in the corridor. Small groups in the hall, "What article are they on?"

Clusters of town officials alert to a word or to a familiar protagonist that can spell trouble. Department heads listening to their next year being spelled out for them. A well-reasoned defense of a program. Sputtering answers to an unexpected question.

Advisory Committee members with thick notebooks compiled in hours of meetings, scribbling notes and figures, arguments, checking facts on their laptops. Assessors keeping mental tabs on a tax rate they won't disclose until later. Planning Board members patient at explaining the intricacies of zoning proposals.

Town employees mumbling when someone wonders if they really need a raise.

A respected former official taking the floor in a sound echo of earlier days. A newcomer who makes an impression and we make a mental note. The old-timer who thinks the brash newcomer will never know what the town is about. The speaker who strides to the microphone with prepared notes, rehearsed pleas. This one from the floor rising on impulse, voice shaky, struck by something she cares a lot about. A neighbor uneasy about voting against a neighbor.

A vote against the police budget from the man sitting next to the chief.

A negative reaction squelched by the Moderator before it becomes a full-blown "boo." The Moderator's reminder that applause is not welcome and only keeps us there later.

Easy unanimous votes. Well-battled resounding votes. Embarrassing defeats. Votes that will change the town forever. Votes no one will remember much later

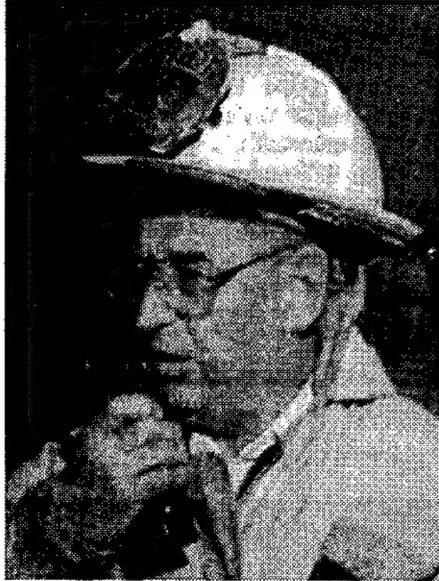
The greatest show in town. The biggest bore in town.

An out-moded inefficient vestige. New England Yankee democracy.

Town Meeting.

—Donna L. McDaniel

*With the Greatest Appreciation
to Those Who Completed Years of Service
to the Town of Southborough in 2000*



*Peter F. Phaneuf
Fire Chief*



*Mary B. Guilford
Treasurer/Collector*



*Marjorie R. Putnam
Assistant to the Town Administrator*

Photos courtesy of MetroWest Daily News (Phaneuf), Jackie Mahoney (Guilford) and Janice Conlin (Putnam).

Contents

	Page
Annual Report Dedication by Donna L. McDaniel	ii
Table of Contents.....	vi
Southborough At A Glance.....	viii
National, State and County Officials.....	ix
Town Officials and Appointments.....	1
 <i>ADMINISTRATION</i>	
Board of Selectmen.....	10
Board of Assessors	14
Personnel Board.....	16
Town Accountant.....	17
Treasurer/Collector	20
 <i>TOWN SERVICES</i>	
Building Department	23
Conservation Commission.....	26
Council on Aging - Senior Center	28
Department of Public Works	30
Historical Commission	34
Marlborough Addictions Referral Center.....	35
Recreation Commission.....	36
Recreation Facilities Committee	38
Southborough Cultural Arts Council.....	39
Southborough Housing Authority.....	40
Southborough Library.....	41
Southborough Youth and Family Services.....	43
Veterans' Services	45
 <i>PLANNING</i>	
Metropolitan Area Planning Council.....	47
MetroWest Growth Management Committee	49
Open Space Preservation Commission.....	51
Planning Board	52
Zoning Board of Appeals Hearings	54
 <i>PROTECTION OF PERSONS AND PROPERTY</i>	
Animal Control Officer and Animal Inspector.....	59
Board of Health.....	60
Fire Department	65
Police Department	71
Sealer of Weights and Measures	73

Contents

	Page
TOWN CLERK	
Election Officers	75
Special Town Meeting – April 1, 2000	77
Annual Town Meeting - April 10, 2000	87
Special Town Meeting - April 10, 2000	88
Adjourned Session - April 11, 2000	143
Special Town Meeting – September 11, 2000	162
Special Town Meeting – November 13, 2000	167
Presidential Primary Election – March 7, 2000	172
Special Town Election – April 15, 2000	174
Annual Town Election - May 8, 2000	176
State Primary Election – September 19, 2000	179
State Election – November 7, 2000	182
Special Town Election – November 18, 2000	189
Special Town Election – December 16, 2000	190
EDUCATIONAL REPORT	
School Committee	192
Administration	192
Superintendent's Report	193
Faculty	208
Financial Statement	214

WHO DO I CALL? *Back Cover*

Front Cover: The photos on the front cover and on pages 9 and 74 are courtesy of the *Southborough Villager*. All other photos: Donna L. McDaniel.

Southborough At A Glance—in the Year 2001

Settled in 1688

Incorporated July 6, 1727

Area	13.78 square miles. 64.85 miles of town roads; 10.72 miles of state roads = 75.57 total.
Population	8,800 (estimated)
Registered Voters	5,926
Property Tax Rate	\$13.38 per \$1,000 Valuation
Form of Government	Open Town Meeting, Board of Selectmen
Public Library	25 Main Street
Public Safety	Police Department, 19 Main Street Fire Department and emergency ambulance service Headquarters: 21 Main Street Station 2: 2 Harrington Court
Schools	Elementary: Margaret A. Neary School, 53 Parkerville Road; Mary Finn Richards Road Middle: P. Brent Trottier Middle School, 49 Parkerville Road Private Schools: St. Mark's School, 25 Marlboro Rd.; Fay School, 48 Main Street Regional high schools: Algonquin, Northborough; Assabet Valley Vocational-Technical, Marlboro
Recreation	Facilities for baseball, softball, basketball, football, lacrosse, field hockey, soccer, outdoor volleyball, ice-skating, tennis and playgrounds. Year-round programs include Summer playground, tennis, swimming, golf, Winter ice-skating, skiing, after-school programs and fitness for children and adults. Annual Road Race, Heritage Day weekend.
Hospitals within 10 miles:	Marlborough Hospital—UMASS Health System, 57 Union Street (481-5000); MetroWest Medical Center—Framingham Union Campus, 115 Lincoln Street (383-1000) Leonard Morse Campus, 67 Union Street; Framingham (653-3400)
Houses of Worship	Roman Catholic: St. Anne's, 20 Boston Road, St. Matthew's, 26 Highland Street; Episcopal: Saint Mark's, 27 Main St.; United Church of Christ; Congregationalist: Pilgrim Church, 15 Common St.; Baptist: Chapel of The Cross (Baptist), 9 Cordaville Rd.; First Community Church, 135 Southville Rd. (Federated); Chinese Gospel Church, 60 Turnpike Rd. (Rt. 9 East) (Evangelical, nondenominational)
Utilities	Electric services provided by National Grid (Massachusetts Electric); Gas service provided by NStar; Water supplied by Mass. Water Resources Authority from Quabbin Reservoir; Telephone: Verizon; Cable TV and Internet: Charter Communications, Inc., (1-800-634-1008)
Transportation	Gulbankian Bus Company, service to Boston

Town of Southborough

Incorporated July 6, 1727

OFFICERS OF THE UNITED STATES OF AMERICA

President	George W. Bush
Vice President.....	Richard Bruce Cheney
U. S. Senators in Congress	Edward M. Kennedy and John F. Kerry
U. S. Representative in Congress, Fifth District.....	Martin T. Meehan

STATE OFFICIALS

Governor	Argeo Paul Celluci
Lieutenant Governor.....	Jane Marie Swift
Secretary of State.....	William Francis Galvin
Attorney General	Thomas F. Reilly
Treasurer	Shannon P. O'Brien
Auditor	A. Joseph DeNucci
Governor's Councillor, Third District.....	Marilyn Petitto Devaney
State Senator in General Court, Middlesex and Worcester District.....	Pamela P. Resor
State Representative in General Court, Eighth Middlesex District.....	Paul J. P. Losocco

COUNTY AND DISTRICT OFFICIALS

District Attorney, Middle District	John J. Conte
County Treasurer, Worcester County.....	Michael J. Donoghue
Register of Probate, Worcester County	Leonard P. Flynn
Register of Deeds, Worcester District.....	Anthony J. Vigliotti
Clerk/Magistrate of Courts, Worcester County.....	Loring P. Lamoureux
Sheriff, Worcester County.....	John M. Flynn

Town Officers 2000

Elective Town Officials

MODERATOR - 1 year

John H. Wilson (2001)

TOWN CLERK - 3 years

Paul J. Berry (2002)

BOARD OF SELECTMEN - 3 years

David W. Parry (2001)

David A. Coombs (2002)

William J. Christensen (2003)

BOARD OF ASSESSORS - 3 years

Shirley Bator (2001)

Paul R. Nelson (2002)

Arthur Holmes (2003)

SCHOOL COMMITTEE - 3 years

Bonnie R. Weigl (2001)

Dorothy Dolly Ryan (2002)

Frank A. Fazio (2002)

Mary Jane Mastrangelo (2003)

Desiree Brodeur (2003)

NORTHBOROUGH-SOUTHBOROUGH REG. SCHOOL DISTRICT COMMITTEE - 3 years

Southborough Residents

Jack Kessler (2001)

Desiree Brodeur (2002)

Daniel F. Bradley, Jr. (2002)

Karen A. Woods (2003)

Beth A. Wittcoff (2003)

Northborough Residents

Joan G. Frank (2001)

George Boyd (2002)

Shirley Lundberg (2002)

Helynne B. Winter (2003)

Anthony R. Poteete (2003)

BOARD OF HEALTH - 3 years

Suzanne H. Traini (2001)

Timothy P. Stone (2002)

Philip G. Mauch (2003)

BOARD OF TRUSTEES

SOUTHBOROUGH LIBRARY - 3 years

Helen C. "Puff" Uhlman (2001)

Fred B. Williams (2001)

Natalie J. Fantony (2002)

Marian Christin O'Neill (2002)

Elizabeth B. White (2003)

David L. Flynn (2003)

PLANNING BOARD - 5 years

Charles E. Gaffney (2001)

Donald C. Morris (2002)

Walter E. Mattson (2003)

Gail M. Tannenbaum (2004)

Richard F. Connors (2005)

ASSABET VALLEY REGIONAL VOCATIONAL SCHOOL DISTRICT COMMITTEE - 4 years

James B. Denman (2004)

SOUTHBOROUGH HOUSING AUTHORITY

5 years

Vacancy (8-2-00 State Appointee)

Barbara Sanchioni-Armstrong (2002)

Esther Lesieur (2002)

Charles H. Brewer (2003)

Robert P. Jachowicz (2005)

Appointive Town Officers

Term of Office Expires June 30 of Year Shown Below

Appointments by the Moderator

ADVISORY COMMITTEE - 3 years

Martin F. Healey (2001)

Claire Carberry Reynolds (2001)

David H. Davidson (2001)

Eileen Smith Ewing (2002)

Charles W. Millett (2002)

Roger W. Challen (2002)

M. Jeanne Sholl (2003)

Raymond Grenier (2003)

John Boiardi (2003)

CAPITAL BUDGET PLAN. COMM. - 3 years

Paul R. Maffei (1999)
Thomas W. Burns (1999)
Vacancy (2000)
Karen Marie Gadbois (2001)
David M. Gracia (2001)

PERSONNEL BOARD - 3 years

Russell B. Millholland (2001)
Timothy Reardon McHugh (2001)
Jennifer Juliano (2002)
Jennifer Durant (2003)
Vacancy (2004)

SCHOOL BUILDING COMMITTEE - 1 year

Robert J. Depietri, Jr. (2001)
John J. Noonan (2001)
Howard D. Anderson, Jr. (2001)
David J. Officer (2001)
Frank A. Fazio (2001)
Vacancy (2001)
Vacancy (2001)

TEMPORARY SCHOOL BUILDING PLANNING COMMITTEE

William Pezzoni (2001)
Ann McWalters Greehan (2001)
David Davidson (2001)
Susan P. Dargan (2001)
Charles Gadbois (2001)
Arthur E. Lemire (2001)
Edward Pisinski (2001)

Appointments by the Board of Selectmen

TOWN ADMINISTRATOR - 3 years

Janice C. Conlin (2001)

ASST. TOWN ADMINISTRATOR - 1 year

Vanessa D. Hale (2001)

AIRPLANE RUNWAY COMMITTEE (ad hoc)

1 year
Mary Jane Westland (2001)
Peter I. Kallander (2001)
John F. Kelly (2001)
Philip C. Beals (2001)
Richard H. Seder (2001)

AIRPLANE RUNWAY COMMITTEE (cont'd.)

William J. Christensen (Rep. Bd. of Selectmen) (2001)
Wayne Thies, Town Planner (Rep. Planning Bd.) (2001)
Walter E. Mattson (Rep. Planning Bd.) (2001)

ALCOHOL AND DRUG POLICY COMMITTEE

(ad hoc) - 1 year
Mark D. McLaughlin (DPW) (2001)
Patrice Kline (NAGE) (2001)
Francis G. Mahoney (Fire Dept.) (2001)
William H. Webber (Police Dept.) (2001)
Timothy Reardon McHugh (Personnel Bd.) (2001)

AMERICANS WITH DISABILITIES ACT (ADA)

COORDINATOR - 1 year

Janice C. Conlin (2001)

AMERICANS WITH DISABILITIES ACT COMMITTEE (ad hoc) - 1 year

Janice C. Conlin (2001)
Peter C. Johnson (2001)
Frederick M. Scott IV (2001)
Betty Soderholm (2001)
Karen K. Challen (2001)
Vacancies (3) (2001)

ANIMAL CONTROL OFFICER/ANIMAL INSPECTOR - 1 year

William J. Proctor (2001)

BOARD OF APPEALS - 5 years

Thomas M. Starr (2001)
Kenney E. Griffiths (2002)
Peter C. Norden (2003)
James W. Falconi (2004)
Salvatore M. Giorlandino (2005)
Board of Appeals Alternates - 1 year
William L. Keville, Jr. (2001)
Frederick M. Scott, IV (2001)

BUILDING DEPARTMENT

Inspector of Buildings - 3 years

Peter C. Johnson (2003)

Wiring Inspector - 1 year

James A. McCaw (2001)

Assistant Wiring Inspectors

Richard G. Trudel (2001)

James J. Colleary (2001)

BUILDING DEPARTMENT (cont'd.)
Appointments by Inspector of Buildings
Plumbing Inspector/Gas Inspector
Ronald T. Courtemanche (2001)
Assistant Plumbing/Gas Inspectors
Henry Pacific (2001)
A. Richard Desimone (2001)

CABLE TELEVISION COMMITTEE (ad hoc)
1 year
Russell B. Millholland (2001)
Kathleen Osol (2001)
Derya H. Cansever (2001)
Teresa Nicole Mauro (2001)
Warren K. Palley (2001)

CENTRAL MASS. RESOURCE RECOVERY COMMITTEE - 1 year
John W. Boland, Jr. (2001)

CENTRAL ST. BUILDINGS UTILIZATION SCOPING COMMITTEE (ad hoc)
Fayville resident - Karen K. Challen
Recreation Commission – Kathryn Garcia
Council on Aging – Leah Alea
Youth Commission – Laurie Sugarman-Whittier
Veterans – Irene Burkis Tibert
Board of Health – Suzanne H. Traini
Paul e Brefka

CIVIL DEFENSE DEPT. OPERATIONAL STAFF - 1 year
Director and Chief of Fire Service
John D. Mauro, Jr. (2001)
Deputy Director & Chief of Police Service
William J. Colleary, Jr. (2001)
Communications Staff Technicians
Charles E. Wood (2001)
Anthony F. Alessi (2001)
Susan Chorey (2001)
Robert Lagasse (2001)
Hazardous Material Staff
Joseph C. Mauro (2001)
James Peltier (2001)
Emergency Medical Coordinator
John L. Kendall, Jr. (2001)
Transportation Officer
Michael G. Gulbankian (2001)
Chief, Water Service
Donald A. Buzzell (2001)

CIVIL DEFENSE DEPT. OPERATIONAL STAFF (cont'd.)
Legal Officer
Frederick A. Busconi (2001)
Operations Staff
James J. Colleary (2001)
David J. Dockstader (2001)
George A. Hubley, Jr. (2001)
John Mauro, Sr. (2001)
Kevin R. Moran (2001)
Inspector of Buildings
Peter C. Johnson (2001)

CONSERVATION COMMISSION - 3 years
Edgar A. Phaneuf, Jr. (2001)
Charles J. Katuska (2001)
Richard V. Upjohn (2002)
John H. Leeds, Jr. (2002)
Mark S. Possemato (2002)
Louis J. Bartolini (2003)
Rhonda L. Russian (2003)
Catherine D. Alsterlund (Associate) - 1 yr. (2001)

COUNCIL ON AGING - 3 years
Joan L. Roberts (2001)
Mary Anne Cole (2001)
John L. Steacie (2001)
Margery L. Lubanko (2002)
Richard P. Curran (2002)
Betty Soderholm (2003)
David M. Williams (2003)
Council on Aging Associate Members - 1 year
Alice Brenda Gaffney (2001)
Bonnie J. Phaneuf (2001)
Marie A. Kensinger (2000)
Eleanor E. MacLauchlan (2001)
Arthur Holmes (2001)
Ruth C. Befka (2001)

CULTURAL ARTS COUNCIL - 2 years
Nancy Franz Karis (2001)
Kimberley A. O'Connor (2001)
Tracy Alexis O'Rourke (2001)
Susan E. Gaines (2002)
Robert J. Gaines (2002)
Martha Kay Carter (2002)
Jill H. Nagle (2002)
Kelli J. Wagner (2002)
Lynn J. McKay (2002)
Martha M. Henderson (2000))
Paul Duffy (2002)

CULTURAL ARTS COUNCIL (cont'd.)

Kathleen E. Hendrick (2002)

Jonathan Sanso (2002)

LOCAL EMERGENCY PLANNING COMMITTEE

(SARA TITLE III) (ad hoc) - 1 year

Fire Department

Fire Chief John D. Mauro, Jr. (2001)

Police Department

Police Chief William J. Colleary, Jr. (2001)

Civil Defense Department

Fire Chief John D. Mauro, Jr. (2001)

Department of Public Works

Superintendent John W. Boland, Jr. (2001)

Water Division

Donald A. Buzzell (2001)

Health Department

Paul C. Pisinski (2001)

Local Business Community Representative

Richard B. Crowley (2001)

Conservation Commission Representative

Richard V. Upjohn (2001)

Public Information Representative

David J. Dockstader (2001)

Board of Selectmen Representative

William J. Christensen (2001)

Hazardous Material Staff

Joseph C. Mauro (2001)

James Peltier (2001)

ENERGY CONSERVATION MANAGER - 1 year

Peter C. Johnson (2001)

FAYVILLE VILLAGE HALL COMM. - 1 year

Vacancy (1999)

Denson L. Satterfield, Jr. (2001)

James J. Colleary (2001)

FENCE VIEWERS - 1 year

Marc Ross (2001)

Vacancy (2001)

FIELD DRIVERS - 1 year

Richard E. Falconi (2001)

Robert C. Lagasse (2001)

FINANCIAL PLANNING COMMITTEE (ad hoc)

Thomas W. Burns (2001)

Paul T. Cibelli (2001)

Janice C. Conlin (2001)

Mary B. Guilford (2001)

FINANCIAL PLANNING COMMITTEE (cont'd)

Martin F. Healey (2001)

Robert E. Melican (2001)

Dorothy M. Phaneuf (2001)

FIRE DEPARTMENT-CHIEF - 3 years

John D. Mauro, Jr. (2003)

FIRE WARDEN - 1 year

John D. Mauro, Jr. (2001)

GRANT COORDINATOR - 1 year

Dorothy M. Phaneuf (2001)

HERITAGE DAY COMMITTEE - 1 year

Harlow Clark (2001)

Robert W. Elliott (2001)

David K. Falconi (2001)

Katherine Elliott (2001)

HISTORICAL COMMISSION - 3 years

Donald M. Leavitt (2001)

Vacancy (2001)

Michael D. Weishan (2001)

Eleanor J. Hamel (2002)

David K. Falconi (2002)

Earle Q. Watkins (2003)

Thomas J. Nadeau (2003)

INDUSTRIAL DEVELOPMENT COMMISSION

5 years - Inactive

INDUSTRIAL DEVELOPMENT FINANCING

AUTHORITY - 5 years - Inactive

INSECT PEST CONTROL - 1 year

Brian C. Mauro (2001)

K-8 SCHOOL BUILDING STUDY COMMITTEE

(ad hoc) - 1 year

David H. Davidson (Advisory Committee) (2001)

David M. Gracia (Capital Budget Planning Com.)

(2001)

William M. Pezzoni (2001)

Isabelle Q. Murphy (2001)

Joan McMahon (2001)

MBTA STUDY COMMITTEE (ad hoc) - 1 year

Kathleen B. Bartolini (2001)

Patricia Murphy Capone (2001)

Dale E. Veeneman (2001)

MBTA STUDY COMMITTEE (cont'd)

Martha Kay Carter (2001)
Timothy B. Stephens (2001)
William J. Christensen (Bd. of Selectmen rep.)
(2001)
Gail M. Tannenbaum (Planning Board rep.) (2001)
Vacancy (2001)

METROPOLITAN AREA PLANNING

COUNCIL - 3 years

Charles E. Gaffney (2001)

METROWEST GROWTH MANAGEMENT

COMMITTEE - 1 year

William J. Christensen (Selectmen rep.) (2001)

MUNICIPAL COORDINATOR (Right-to-Know

Law) - 1 year

Joseph C. Mauro (2001)

MUNICIPAL BLDG. PLANNING COMMITTEE

Thomas J. McCarthy (2001)

Jack Barron (2001)

Robert E. Koziel (2001)

Vacancy (2001)

Vacancy (2001) - School rep.

MUNICIPAL LAND COMMITTEE (ad hoc)

1 year

David A. Coombs (Bd. of Selectmen) (2001)

Walter E. Mattson (Planning Bd.) (2001)

Donald C. Morris (Planning Bd.) (2001)

Martin F. Healey (Advisory Committee) (2001)

Michael J. Sheridan (Rec. Facilities Com.) (2001)

Alan E. S. Jones (Open Space Preserv.Com.)(2001)

MWRA WORKING GROUP (ad hoc) - 1 year

Janice C. Conlin (rep. Bd. of Selectmen) (2001)

Charles E. Gaffney (rep. Planning Bd.) (2001)

Donald C. Morris (rep. Planning Bd.) (2001)

Walter E. Mattson (Alt. rep. Planning Bd.) (2001)

Edgar A. Phaneuf, Jr. (rep. Conserv. Comm.)
(2001)

John D. Mauro, Jr. (Fire Chief) (2001)

John W. Boland, Jr. (DPW Supt.) (2001)

Richard H. Seder (Citizen-At-Large) (2001)

Howard H. Stevenson (Citizen-At-Large (2001)

Michael A. Form (Citizen-At-Large (2001)

Stephen I. Levine (Citizen-At-Large (2001)

Clark W. Lefavour (2001)

William J. Colleary, Jr. (2001)

OPEN SPACE PRESERVATION COMMISSION

5 years

Elaine W. Beals (2001)

Eve Mertens (2002)

Alan E. S. Jones (2003)

Susan Ziegler (2004)

Margaret Stebbins (2005)

PARKERVILLE ROAD LANDFILL

COMMITTEE (ad hoc) - 1 year

John W. Boland, Jr. (DPW Supt.) (2001)

Janice C. Conlin (Town Administrator) (2001)

Philip G. Mauch (Ch., Board of Health) (2001)

Paul C. Pisinski (Health Agent) (2001)

Norman G. Nelhuebel (2001)

David W. Parry (Ch., Bd. of Selectmen) (2001)

Linda R. Petry (2001)

Joseph B. Kacevich, Jr. (2001)

Charles J. Katuska (2001)

David H. Davidson (ex-officio) (2001)

PARKING CLERK

Mary B. Guilford

POLICE DEPARTMENT

Chief of Police - 3 years

William J. Colleary, Jr. (2003)

Constable - 1 year

William J. Colleary, Jr. (2001)

Jail Keeper - 1 year

William J. Colleary, Jr. (2001)

Sergeants - 2 years

Jane T. Moran (2001)

Regular Officers - 2 years

Charles A. Keller, Jr. (2001)

David C. Hagen (2001)

Kevin J. Walsh (2001)

James F. Finneran, III (2001)

Timothy J. Slatkavitz (2001)

Scott Henderson (2001)

Heath Widdiss (2001)

Kevin M. Landry (2001)

Eric J. Henderson (2001)

Martin S. Loughlin (2001)

Administrative Assistant to Chief of Police - 1 year

Richard L. Mattioli (2001)

Communications Officers (full-time) - 1 year

Joseph E. Bennett, Jr. (2001)

Kenneth J. Fitzgerald, Jr. (2001)

John L. Hubley (2001)

POLICE DEPARTMENT (cont'd)

Dispatchers (part-time) - 1 year

Scott VanRaalten (2001)

Jocelyn A. Gregory (2001)

Brandon K. Edwards (2001)

Timothy Morin (2001)

James Patrick Gough (2001)

Stephen M. Prior (2001)

Reserve Officers - 1 year

Theodore Pietrasiak (2001)

Ronald G. Mattioli (2001)

Richard L. Mattioli (2001)

Joseph E. Bennett, Jr. (2001)

Paul P. Connors (2001)

Brandon K. Edwards (2001)

Scott VanRaalten (2001)

Robert J. Durran (2001)

Special Officers - 1 year

Edgar A. Phaneuf, Jr. (2001)

John W. Boland, Jr. (2001)

George R. Boothby (2001)

Peter F. Phaneuf (2001)

David J. Dockstader (2001)

John D. Mauro, Jr. (2001)

James J. Colleary (2001)

Frank J. Mattioli (2000)

Kevin J. Kenney (2001)

James A. McCaw (2001)

Charles R. O'Connell (2001)

John L. Kendall, Jr. (2001)

David Maida (2001)

James Patrick Gough (2001)

Kenneth Hayes (2001)

Robert W. Clewes (2001)

John L. Hubley (2001)

Fredrick P. Mabardy (2001)

Calvin J. Mauro (2001)

Jocelyn A. Gregory (2001)

Paul R. Nelson (2001)

Craig A. Moran (2001)

Michael P. Aspesi (2001)

Timothy Morin (2001)

Kenneth J. Fitzgerald, Jr. (2001)

Marc Harding (2001)

Department Armorer

Fredrick P. Mabardy (2001)

Chaplain

Rev. Thirburse F. Millott (2001)

PROCUREMENT OFFICER, CHIEF - 1 year

Janice C. Conlin (2001)

PUBLIC SAFETY STUDY COMM. (ad hoc)

1 year

Advisory Committee members (2)

Raymond Grenier (2001)

Martin F. Healey (2001)

Personnel Board member (1)

Jennifer M. Juliano (2001)

Residents (2)

Stephen W. Leon (2001)

Lisa W. Spellman (2001)

Ex-officio (2)

Police Chief William J. Colleary

Fire Chief John D. Mauro, Jr.

PUBLIC WORKS DEPARTMENT

Superintendent of Public Works - 3 years

John W. Boland, Jr. (2003)

Assistant Superintendent of Public Works - 1 year

Donald A. Buzzell (2001)

PUBLIC WORKS PLANNING BOARD - 3 years

Appointed by Town Moderator

Vacancy (1999)

Henry C. Valcour, Jr. (2000)

Harvey D. Bigelow, Sr. (2001)

Appointed by Planning Board

Todd M. Pietrasiak (1999)

Vacancy (2000)

RECREATION COMMISSION - 3 years

Philip Edward Connor (2001)

Thomas G. Thomas (2001)

Christopher Crowley (2002)

Marie Zullo Rice (2002)

Katherine Whitehouse (2003)

RECREATION FACILITIES COMM. (ad hoc)

1 year

Michael J. Sheridan (2001)

Joseph B. Kacevich, Jr. (2001)

Lawrence Grant Little (2001)

Janice C. Conlin (2001)

Gerard T. Burke (2001)

Timothy W. Kemper (2001)

Daniel A. Daluise (2001)

Jack K. Merrill, Jr. (2001)

Laura M. Benotti (2001)

RECYCLING COMMITTEE (ad hoc) - 1 year

Jane A. Smith (2001)

Joanne C. Flathers (2001)

RECYCLING COMMITTEE (cont'd)

Michael B. Hazeltine (2001)
Anthony E. D'Andrea (2001)
Mary Ann S. Anderson (2001)
Elizabeth S. Martins (2001)
Stanley D. Tanenholz (2001)
Wynne R. Lundblad (2001)
Joan Ellersick (2001)

REGISTRAR OF VOTERS - 3 years

Ethel N. Armstrong (2001)
Philip C. Beals (2002)
Charles A. Keller, Jr. (2003)

ROADS SAFETY COMMITTEE (ad hoc) - 1 year

Kevin R. Moran (2001)
Ronald G. Mattioli (2001)
Robert L. Croatti (2001)
Cathy Lee Gerson (2001)
John J. Sullivan (2001)
Bonnie J. Phaneuf (2001)

SEALER OF WEIGHTS AND MEASURES

1 year
Peter C. Johnson (2001)

SIGN COMMITTEE (ad hoc) - 1 year

James W. Falconi (2001)
Wayne Long (2001)
John E. Grieco (2001)
Michelle Boylan (2001)
Sarah M. Carter (2001)
Laurie Levy (2001)
Susan Kallander (2001)
Wayne Thies (ex-officio) (2001)
Peter C. Johnson (ex-officio) (2001)

SOUTHBOROUGH HOUSING OPPORTUNITY PARTNERSHIP COMMITTEE (ad hoc) - 1 year

David A. Coombs (Selectman) (2001)
Charles E. Gaffney (Planning Board) (2001)
Vacancy (Housing Authority) (2001)
Cathy Lee Gerson (private citizen) (2001)
Robert H. Titus (private citizen) (2001)
Elizabeth A. Meyer (private citizen) (2001)

SOUTHBOROUGH SCHOLARSHIP ADVISORY COMMITTEE (ad hoc) - 3 years

Town Administrator: Janice C. Conlin (2001)
School Committee: Bonnie R. Weigl (2003)

SOUTHBOROUGH SCHOLARSHIP ADVISORY COMMITTEE (cont'd)

Assabet Valley Regional Voc. School District Committee:
James B. Denman (2002)
Private Citizens:
Vacancy (2002)
Vacancy (2002)
Richard Jon Umiker (2003)
Louis Kuchnir (2001)
Elizabeth A. Meyer (2001)
Robert H. Titus (2001)
Cathy Lee Gerson (2001)

Headmaster of St. Mark's School:

Antony J. deV. Hill (2003)

Superintendent of Schools:

Robert E. Melican (2003)

SOS: Ann P. McWalters Greehan (2002)

TOWN COUNSEL AND SPECIAL MUNICIPAL EMPLOYEE - 1 year

Frederick A. Busconi (2001)

SOUTH MIDDLESEX OPPORTUNITY COUNCIL

Public Representative of the Board of Selectmen to Board of Directors -- 1 year
Edgar A. Phaneuf, Jr. (10/21/01)

SOUTHBOROUGH COMMUNITY CENTER COMMITTEE (ad hoc) - 1 year

Paul e Brefka
David M. Williams
Karen E. Challen
Leah Alea
Laurie Sugarman-Whittier (Youth Commission Liaison)
Irene Burkis Tibert (Veterans' Liaison)
Kathryn Garcia (Recreation Commission Liaison)
Suzanne H. Traini (Board of Health Liaison)

TOWN ACCOUNTANT - 3 years

Dorothy M. Phaneuf (2001)

TOWN CEMETERY STUDY COMM. - 1 year

Appointed by Moderator: George F. Killam (2001)

Appointed by Selectmen:

Thirburse F. Millott, Jr. (2001)
Robert H. Marsh (2001)
Vacancy (2001)
Vacancy (2001)

SPECIAL COUNSEL AND SPECIAL MUNICIPAL EMPLOYEE - 1 year
Dimitrios M. Moschos (2001)
Peter J. Dawson (2001)

TRAFFIC STUDY COMMITTEE (ad hoc)
1 year
David W. Parry (Selectmen's rep.) (2001)
Frank A. Fazio (Finn School Safety Com. rep.) (2001)
Vacancy (Rep. Neary/Trottier Schools Safety Committee) (2001)
Charles E. Gaffney (Planning Board rep.) (2001)
Cathy Lee Gerson (2001)
Joseph E. Green (2001)
Robert L. Croatti (2001)
John W. Boland, Jr. (ex-officio) (2001)
Wayne Thies (ex-officio) (2001)

TREASURER/COLLECTOR - 3 years
Mary B. Guilford (Acting)
Daniel M. Keyes

ASSISTANT TREASURER/COLLECTOR
1 year
Vacancy (2001)

TREE WARDEN - 1 year
Brian C. Mauro (2001)

TRUST FUND ADVISORY COMM. (ad hoc)
1 year
Paul R. Maffei (2001)
Vacancy (2001)
Vacancy (2001)

VETERANS' AGENT AND BURIAL AGENT
1 year
Irene Burkis Tibert (2001)

VETERANS' GRAVE OFFICER - 1 year
Irene Burkis Tibert (4/1/00)

WORKPLACE SAFETY COMMITTEE (ad hoc)
1 year
Janice C. Conlin (2001)
William J. Colleary, Jr. (2001)
John W. Boland, Jr. (2001)
John D. Mauro, Jr. (2001)
Robert E. Melican (School Dept.) (2001)
Mary B. Guilford (2001)

WORKPLACE SAFETY COMMITTEE (cont'd)
Paul C. Pisinski (2001)
Peter C. Johnson (ex-officio) (2001)

YOUTH COMMISSION - 3 years
Martin R. Luloff (2001)
Robert Basow (2001)
Arlene E. Hartwell (2001)
Susan C. Krivanec (2002)
Stephen A. Morreale (2002)
Peter E. Stutman (2002)
Dale A. Burgess (2003)

Appointments by Board of Assessors

PRINCIPAL ASSESSOR/APPRAYER - 3 years
Paul T. Cibelli (2003)

Appointments by Board of Health

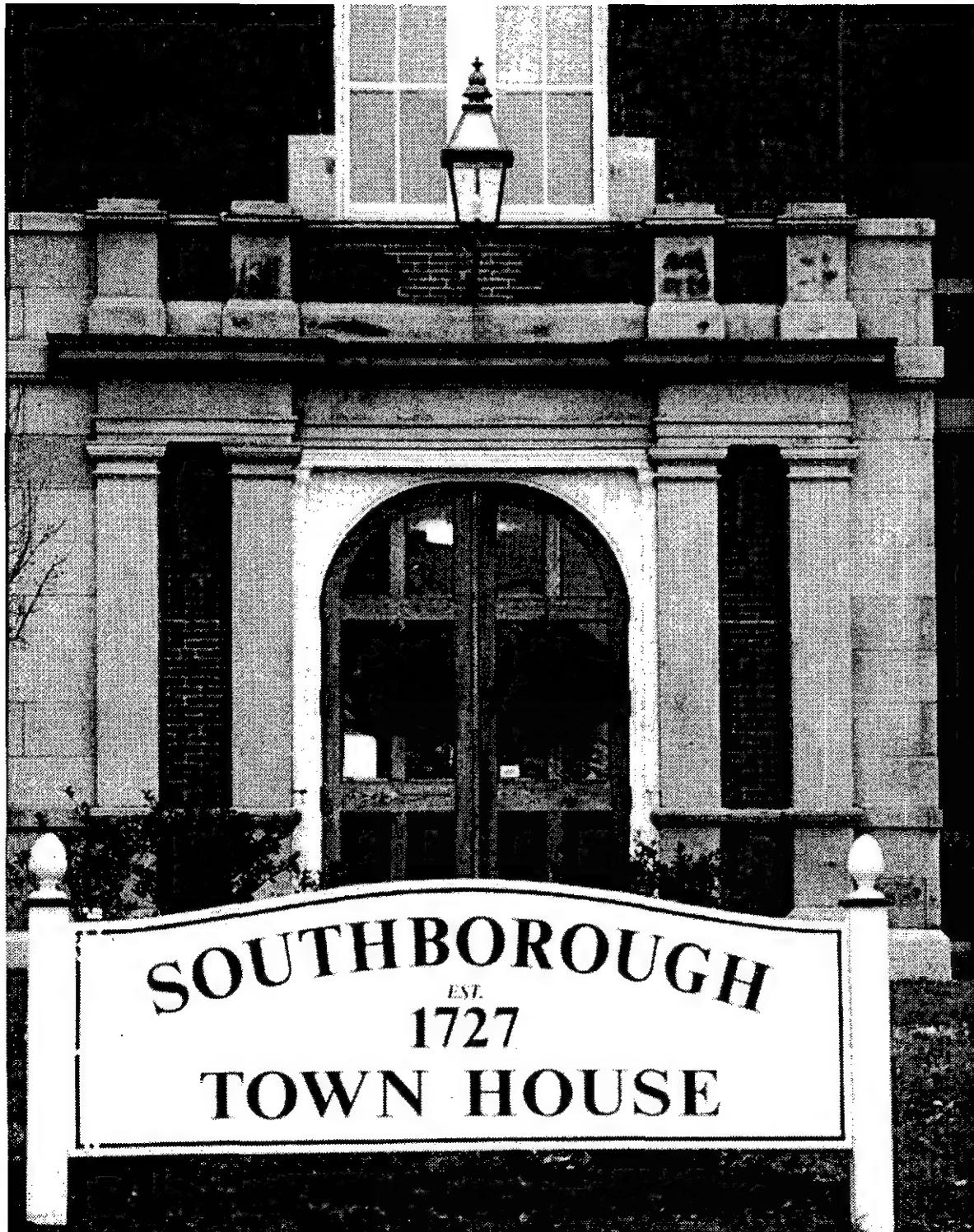
AGENT TO THE BOARD OF HEALTH
Paul C. Pisinski

BURIAL AGENT
Paul J. Berry

Appointments by the Town Clerk

ASSISTANT TOWN CLERK - 1 year
Tara M. Ward (2001)

ADMINISTRATION



Board of Selectmen

MetroWest Water Supply Tunnel Project

In April 1997, construction began in Southborough on the Western Segment (4.9 miles from Shaft E in Southborough to Shaft D in Marlborough) of the MetroWest Water Supply Tunnel. Mining of the Western Segment was completed with the tunnel boring machine's "hole-through" at Shaft D in July 2000, and the Contractor began lining the tunnel with concrete in December 2000. Construction progress for the Western Segment is approximately 63% complete, and work is scheduled for completion in April 2003.

Through the Southborough Working Group, the Town is updated on the progress made on the Project, and has been able to work with the MWRA to address such construction related issues as the Water Supply Contingency Plan, truck traffic and blasting noise. Residents also directly addressed their questions to the MWRA on such issues as construction progress and traffic impact through the MWRA's 24-hour telephone hotline (1-888-TUNNEL-2).

When placed into service in late summer 2003, the MWWST Project will provide Boston and surrounding communities served by the MWRA with a new deep rock water supply tunnel. In addition, it will provide much needed rehabilitation of the existing Hultman Aqueduct. The Project's overall construction progress is approximately 70% complete.

Walnut Hill Water Treatment Plant

In May 1999, work commenced on the Walnut Hill Water Treatment Plant. During the past year, construction continued on the storage tank for finished water and the primary access road bridge, which is now substantially completed. Large bore piping was also installed at the site. Notices to proceed with the work on rehabilitation of the Wachusett Aqueduct and the Ozonation Treatment Facility were issued by the MWRA in December 2000.

As with the MWWST Project, the Southborough Working Group has met to receive construction updates and has worked with the MWRA to address construction related issues. These have included the proposed placement of a MWRA internal communications tower at the Walnut Hill site, the potential impact on water levels from rehabilitation of the Wachusett Aqueduct, and the impact of construction related truck traffic.

The Walnut Hill Water Treatment Plant is a facility designed to enhance water quality and ensure compliance with national drinking water standards for the communities that the MWRA serves. The Plant is scheduled to enter into service in 2004. Construction progress stands at approximately 17% complete.

Purchase of land for open space and municipal uses

The Town has very little land for future municipal uses and there is strong public support for open space protection. In April of 1998, the Annual Town Meeting voted to authorize a borrowing of five million dollars to purchase property for open space and municipal use. The voters in May of that same year voted to exclude the debt from Proposition 2 ½. In 1999, the

Board of Selectmen (continued)

Town issued a Request for Proposals to purchase property for five acres or more. Only three property owners responded. One of those parcels, 5.85 acres, off Boston Road next to Colonial Gardens, was put before the 1999 Town Meeting to purchase and it was rejected. The Town Meeting felt that the Town should not spend funds to purchase this property. This property would remain as open space because it was unsuitable for subsurface sewage disposal and would not be developed. The second parcel also off Boston Road owned by Peter Kallander is being developed for over age 55 housing. As part of this development, Mr. Kallander is constructing a recreation field that he will donate to the Town. The Town initiated negotiations in 1999 on the third parcel, property south of Rt. 9 off Crystal Pond Road, with representatives of the Flatley Co. and Leucadia Inc. The portion the Town was interested in consisted of 47.5 acres of the industrial land and 39 acres of residential property for a total of 86.5 acres. After an engineering review, it was shown that this property would suitable for one or a combination of the following: recreation fields, trails and a picnic area around the existing pond, a new cemetery, and municipal buildings, such as a school. However, the Town was unable to reach agreement due to the fact that the property owner could not guarantee legal access to Crystal Pond Road, a private road owned by EMC. EMC was also interested in purchasing the property and the Town could not compete with the price that EMC paid for the property.

Even though the Town was not successful in purchasing any property, it did receive a gift of land, 9.67 acres, from Alfred Watkins for the purpose of recreation. The property is located off Richards and Cordaville Road next to the Massachusetts Turnpike. It abuts land owned by the Southborough Open Land Foundation, the Templeman Family Trust Land. The Board of Selectmen expressed its gratitude to Mr. Watkins for this recreational land that will be preserved for the benefit of the Town of Southborough and particularly, its children and future generations.

Addition to the Southborough Rural Cemetery

The temporary moratorium on purchasing cemetery lots voted in October of 1998 continues. Lots are only sold as necessitated by death. This moratorium was due to the few lots available in the cemetery. The Town Cemetery Study Committee has been working towards developing land located off Middle Road next to the present cemetery. The Town with the assistance of BSC Group has made all the necessary submissions to Department of Environmental Protection, the Metropolitan District Commission, the Massachusetts Water Resource Authority and the local Board of Health. With all these approvals in hand, a final submission was made in June to the Executive Office of Administration and Finance (EOAF) requesting that they initiate the necessary appraisals and reviews required for obtaining the release of a deed. On August 23rd EOAF requested additional information and clarification which was forwarded to them on September 8th. EOAF is in the process of hiring an appraiser. Upon the completion of the appraisal, the Town will discuss with EOAF a purchase price or tradeoffs for the property. Town Meeting has approved funds for the project and debt exclusion was voted at the Annual Town Election. The design plans are complete. Specifications and bid documents for construction are being prepared and will be ready to go to bid as soon as a deed for the property is released.

This land will accommodate the burial needs of the town for about 20 years. In addition to this land, the Town needs more land to accommodate burials over the long term.

Board of Selectmen (continued)

Proposed MBTA Station

Finally, the MBTA has begun construction of all three new stations in Southborough, Ashland and Westborough. The three stations are scheduled to open simultaneously by the end of 2001. On July 25th, Mike Stoffel, Project Manager/Design & Construction, and Frank Astone, MBTA Consultant were present for a public meeting on the construction of the station. The station will contain 460 parking spaces, all to the south of the track. The MBTA will close off the section of Cordaville Road, the western vein where Rt. 85 splits into two veins just before Southville Road. All traffic will travel through a new intersection at Route 85 and Southville Roads. The redesign of the intersection will include new signals with pedestrian crossing lights. Sidewalks will be built along Route 85 up to Richards from Southville Road, on Woodland Road and on Southville Road east of Rt. 85. The intersection at Woodland Road and Cordaville Road will also be redone with new stop and warning signs. This new configuration is designed to slow traffic on that street. Most residents present at the meeting appeared to be in favor of the design. Some Woodland Road homeowners expressed concern about the location of the new sidewalks that begin on the east side of the road and switch to the west side further north. The reason for this plan is due to protection of the wetlands, trees, and walls as well as right-of-way in the area.

Tax Write-off Program for Senior Citizens

The Special Town Meeting on September 11th approved \$5,000 to fund a program to compensate qualified senior citizens for services rendered to the Town, as permitted under the Massachusetts Acts of 1999, Chapter 127, Section 59. This allows seniors to work for Town departments for approximately 80 hours per year or up to \$500 per year. The amount earned will be abated off their real estate bill. Six seniors have taken advantage of this program.

Southborough Community Center

A committee was appointed by the Board of Selectmen in the fall of 1999 to determine the users and usage of the Central Street buildings, the Fayville Hall and the house next door that the Town purchased. The major efforts of this committee consisted of the following:

- Creating a survey to determine the needs of the potential users of the buildings, i.e., Recreation, Youth, Seniors and Veterans. These surveys contained the present needs and projections out to 20 years in the future.
- The gathering of all information on the building, including its history and its deficiencies with regard to compliance with Title II of the "Americans with Disabilities Act".
- The gathering of all site plan information and building locations on the site including a report from the engineer for the town on soil testing to determine what volume of sewage the site could hold.
- Interviewing and discussing with several architectural firms their capabilities, cost and interest in undertaking a project of this nature. Following this process, the firm of Pierce and Lamb Architects of West Newton, MA was selected to submit a proposal.
- This proposal provided the dollar number, \$25,000 for a feasibility study to be appropriated at the Town Meeting in April of 2000. That amount was approved.

Board of Selectmen (continued)

In October, 2000 a new committee was appointed to oversee the feasibility study. This committee selected Pierce and Lamb Architects to do the feasibility study. They have completed a needs survey and are finalizing four proposals to evaluate. The Committee along with the Board of Selectmen and Advisory Committee, will decide which of the following proposals to present to Town Meeting:

- Renovate Fayville Village Hall and existing house.
- Expand Fayville Village Hall and demolish existing house
- Expand Fayville Village hall and existing house.
- Construct new community center. Demolish all structures on site.

Retirements

The Board of Selectmen bid farewell to three long-term dedicated employees, Assistant to the Town Administrator Marjorie R. Putnam, Fire Chief Peter F. Phaneuf and Treasurer-Collector Mary B. Guilford.

Mary B. Guilford began her career with the Town on October 6, 1975 as the Administrative Secretary to Stanley D. Tanenholz, when the Treasurer was an elected position. In 1981 after that position was combined with the Collector's position and no longer elected, Mary was appointed Treasurer/Collector by the Board of Selectmen. Mary has upheld the tradition of the Boland family by dedicating her successful career to public service in Southborough for 25 years.

Marjorie worked for the Selectmen's office for 34 years. Marge, who was affectionately referred to as "Marvelous Marge" by the Selectmen, was the key staff person to keep both the Administrator and the Board organized. She will be missed not only for the great job she did, but also for her pleasant, cheerful personality, and sense of humor, especially the infamous "Putnam Puns."

Fire Chief Peter Phaneuf served the Town for 46 years. He began his public safety career as an auxiliary firefighter in his teenage years. His leadership as Fire Chief resulted in an exemplary fire and ambulance service of which the Town is proud. He also served on the Planning Board and Conservation Commission.



Board of Assessors

The new millennium posed an enormous challenge for the Board of Assessors and its staff in the calendar year of 2000. With construction still booming, an already busy workload was made even more burdensome by the Assessors triennial rectification program that had to be completed by year's end. In addition, the department was slated for an upgraded valuation software package that was to be installed by the Department of Revenue. This was all to be completed while the department transitioned with a new Principal Assessor.

So how did the Department fare when faced with such challenges? It rose to the occasion and with hard work and determination, all tasks were completed in a timely fashion.

The year began with Paul T. Cibelli officially assuming the duties as Principal Assessor, taking over from Arthur Holmes who held the position since 1983. The Assessor's quickly realized that their current computer system could not handle the revaluation process that had to be completed by year's end. With a new system not scheduled for installation until the fall, the current computer required a quick fix. Southborough resident John Loverso of Pine Hill Road stepped to the forefront by donating his time and expertise to solve this problem. His efforts saved the town from having to spend funds on additional hardware or software consultants to remedy this short-term problem. The Board of Assessor therefore would like to extend a special thank you to Mr. Loverso for his efforts.

The Assessors Department completed its triennial rectification program by year's end as required by Massachusetts General Laws. During this time, all properties within the community were re-assessed to full and fair market value as of January 1, 2000. New assessments are based upon analysis of real estate sales that occurred in calendar year 1999. Upon completion of the triennial re-certification, the town's value of all real and personal property topped 1.264 billion dollars up from 1.028 billion in 1999. This figure also includes nearly 64 million dollars of new growth. Homeowner's assessments increased 20-25% on average. As a result of this revaluation, the FY2002 tax rate fell from \$14.30 to \$13.38 per thousand, a 6.4% decrease.

With the economy still on a roll, new construction starts remain abundant. This includes single family homes, senior housing units and several new commercial buildings. Each structure was inspected, measured and its physical characteristics recorded. In addition, numerous building permits for improvements to existing structures were also reviewed and added to the tax rolls. They included additions, home improvements and follow-ups from prior year's incomplete projects.

Legislation was enacted to provide another avenue of tax relief for senior citizens who meet the criteria, it's called the "Circuit Breaker". Beginning in tax year 2001, persons 65 years or older who pay property taxes will be eligible for this tax break if they have income of \$40,000 or less, filing as a single owner or \$60,000 or less filing jointly. The assessed value of the property cannot exceed \$400,000.

If your property tax bill plus 50% of your water charges exceeds 10% of your income you can get a dollar for dollar refundable tax credit from the State up to \$375 in 2001 and \$750 in 2002. Renters can also receive a 25% return on property tax and water assessments. Income, expenses and deductions as shown on your IRS form 1040 will determine your eligibility. It is important to note that this tax credit is not the responsibility of either the Assessor's or tax

Personnel Board

The Personnel Board is a five member Board charged with administering the Salary Administration Plan contained in the Town's By-Laws. In essence, it sets policies for Town employees who are not covered by a union or employment contract, or who work on a part-time basis.

The Personnel Board consists of 6 members when at a full complement, and meets monthly except for the months of July and August. The Board normally meets at 6:30 p.m. the first Monday of the month at the Southborough Town House. The Personnel Board currently includes the following individuals:

Timothy McHugh, Chairman
Russell Millholland
Jennifer Juliano
Jennifer Durant
(One Vacancy)

During the past year, the Board continued its oversight of personnel policies by making substantial revisions to the Salary Administration Plan, updating the Compensation Schedules set out in Section 22, eliminating positions which no longer exist or which were not properly included in the Plan, and clarifying policies relating to expense reimbursement and related matters.

During the past year the Board worked with union employee representatives to develop a drug and alcohol policy for the Town. The Board also provided on-site seminars on issues of workplace sexual harassment.

The Board maintains its goal of providing up to date and timely training for Town employees and board and commission members. In the coming year, the Board hopes to provide additional training in the areas of computer and technology, employee assessment, employee recruitment and retention and customer service. In addition, the Board will examine the process of employee evaluations and attempt to make this exercise more consistent as well as valuable for all employees.

The recruitment of Vanessa Hale, Assistant Town Administrator, has provided additional and very welcome in-house support to the Board. The Board would like to thank Town Administrator Janice Conlin and all the staff at the Town House for their continuing guidance and assistance throughout the year.

The Board's thanks go to Charles (Ray) O'Connell and James Ruskowski for their contributions on the Board. In particular, Ray applied knowledge gained during his life in Southborough to provide a context for the Board's analysis and decisions. His determined practical approach and wonderful sense of humor enabled the Board to get to the core of issues sparing undue acrimony. Ray's contributions to the Board, while not a matter of public notice, cannot be overestimated. For that, we thank him.

Town Accountant

REVOLVING FUNDS ACTIVITY - FISCAL 2000

<u>ACCOUNT</u>	OPENING BALANCE <u>7/1/99</u>	RECEIPTS	LESS EXPENDITURES	CLOSING BALANCE <u>6/30/00</u>
CONSERVATION COMM. GARDENS	144	60	0	204
RECREATION COMMISSION	39,003	110,796	104,896	44,903
CULTURAL ARTS COMMISSION	9,506	17,851	13,973	13,384
AMBULANCE DONATIONS	2,842	6,444	6,759	2,527
TOWN HISTORY BOOK DEPOSITS	2,567	0	0	2,567
TOWN HISTORY PRINTING	5	0	0	5
FIRE-HAZARDOUS MATERIALS	4,217	5,821	2,946	7,092
TOTAL REVOLVING FUNDS	58,284	140,972	128,574	70,682

REVOLVING FUNDS FOR DEPARTMENTAL PROGRAMS
(G.L. CH. 44,S.53E 1/2)

<u>YEAR ENDING JUNE 30, 2000:</u>	OPENING BALANCE <u>7/1/99</u>	RECEIPTS	LESS EXPENDITURES	CLOSING BALANCE <u>6/30/00</u>
	4,849	71,370	68,384	7,835

<u>FISCAL 2001(7/1-12/31/00):</u>	OPENING BALANCE <u>7/1/00</u>	RECEIPTS	LESS EXPENDITURES	CLOSING BALANCE <u>12/31/00</u>
	7,835	50,849	50,820	7,864

Reserve Fund Transfers

<u>DATE</u>	<u>DEPARTMENT</u>	<u>PURPOSE OF TRANSFER</u>	<u>AMOUNT REQUESTED</u>
02/17/00	Engineering Article	Consulting Expertise	6,500.00
04/04/00	Audit Article	Issues Beyond Yearly Audit	5,000.00
04/04/00	Board of Selectmen	Operating Expenses	3,077.50
04/06/00	Elections & Registration	STM Salaries/Operating Expense	18,317.00
06/19/00	Accounting	Salary	1,897.36
06/19/00	Board of Assessors	Retirement Salary	9,878.95
06/19/00	Central Services	Printing for Unexpected STM	3,981.46
06/19/00	Elections & Registration	Salaries-STM/Presidential Primary	3,685.00
06/19/00	Fire	Salaries/Operating Expenses	34,644.67
06/19/00	Legal	Add'l Legal Services	5,436.20
06/19/00	Veterans Agent	Veterans Benefits	600.00
06/19/00	Recreation Commission	Salary-Temporary Assistant	3,719.10
TOTAL			<u>96,737.24</u>

TOWN OF SOUTHBOROUGH, MASSACHUSETTS
 Combined Balance Sheet - All Fund Types and Account Group
 June 30, 2000

	Governmental Fund Types				Fiduciary Fund Types	Account Group General Long-Term Obligations	Total (Memorandum Only)
	General	Special Revenue	Capital Projects	Trust & Agency			
Assets							
Cash and Cash Equivalents	\$ 4,687,705	\$ 2,437,603	\$ 4,390,889	\$ 475,861	\$ -	\$ 11,992,058	
Other Investments	-	-	4,693,378	-	-	4,693,376	
Receivables:							
Property Taxes	448,749	-	-	-	-	448,749	
Tax Liens and Foreclosures	306,828	11,382	-	-	-	318,210	
Motor Vehicle Excise	286,807	-	-	-	-	286,807	
User Charges	-	61,675	-	-	-	61,675	
Water Liens	-	6,551	-	-	-	6,551	
Property Taxes Billed in Advance	7,351,697	-	-	-	-	7,351,697	
Less: Allowance for Abatements	(301,107)	-	-	-	-	(301,107)	
Amounts To Be Provided for Retirement of Long-Term Obligations	-	-	-	-	26,625,392	26,625,392	
Total Assets	\$ 12,780,679	\$ 2,517,211	\$ 4,390,889	\$ 5,169,237	\$ 26,625,392	\$ 51,483,408	
Liabilities and Fund Equity							
Warrants and Accounts Payable	\$ 588,973	\$ 5,670	\$ -	\$ 3,253	\$ -	\$ 597,896	
Notes Payable	-	-	100,000	-	-	100,000	
Bonds Payable	-	-	-	-	25,899,000	25,899,000	
Deferred Revenue	8,064,372	80,533	-	-	-	8,144,905	
Other Liabilities	7,535	-	-	87,366	728,392	821,293	
Total Liabilities	8,660,880	86,203	100,000	90,619	28,625,392	35,563,094	
Fund Equity:							
Fund Balances:							
Reserved For Encumbrances	1,820,303	261,285	-	-	-	2,081,588	
Reserved For Other	400	168,312	-	-	-	168,712	
Unreserved:							
Designated For Specific Purposes	844,222	400,000	4,290,889	5,078,618	-	10,613,729	
Undesignated	1,454,874	1,801,411	-	-	-	3,056,285	
Total Fund Equity	4,119,799	2,431,008	4,290,889	5,078,618	-	15,920,314	
Total Liabilities & Fund Equity	\$ 12,780,679	\$ 2,517,211	\$ 4,390,889	\$ 5,169,237	\$ 26,625,392	\$ 51,483,408	

Treasurer

FISCAL YEAR

July 1, 1999 – June 30, 2000

RECEIPTS AND DISBURSEMENTS

GENERAL FUND

Cash and investments on hand 7/01/99	9,426,230
Revenues.....	20,060,317
Expenditures	<u>20,069,654</u>
Cash on hand 6/30/00	9,416,893

EARNINGS

AMOUNT

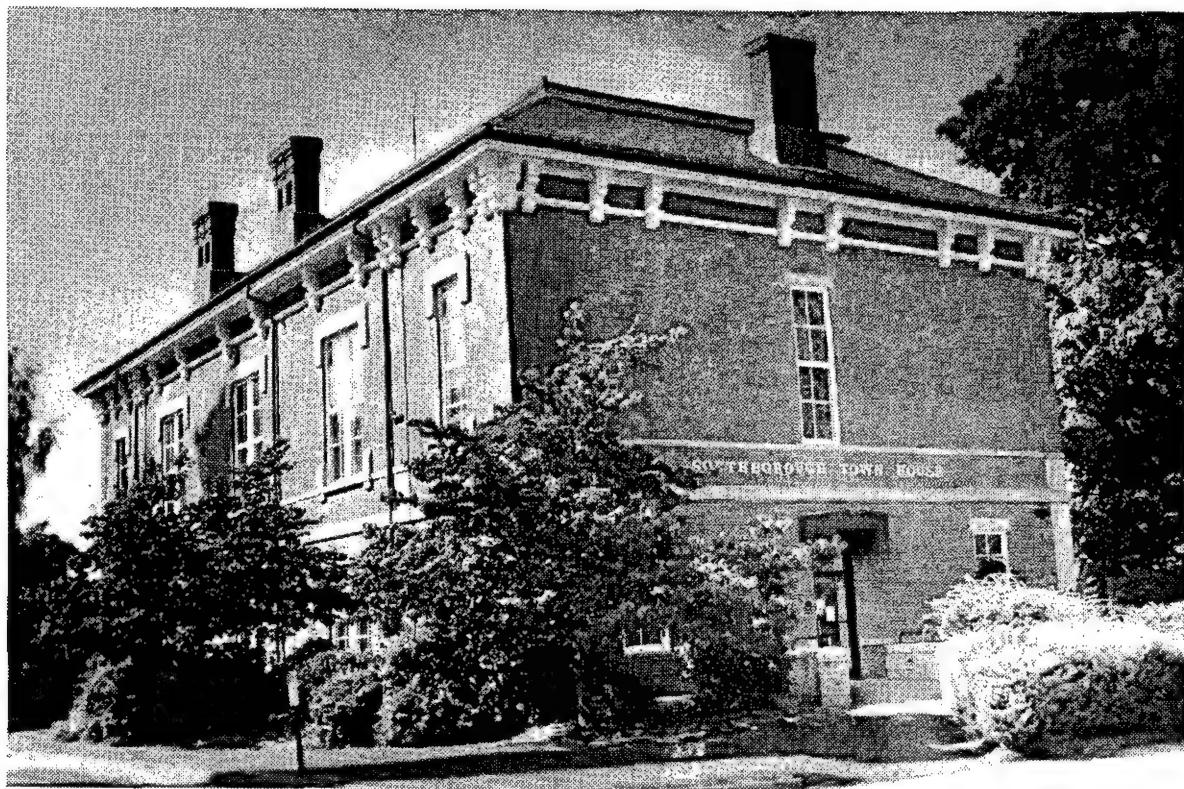
Interest earned on investments	354,201
Penalties and interest received on delinquent taxes	52,988
Net interest earned on trust funds.....	20,105
Net interest earned on stabilization	24,362
Fees received on municipal lien certificates.....	<u>23,135</u>
Total.....	474,791

MAKE PAYMENTS TO TOWN OF SOUTHBOROUGH P O BOX 9109 SOUTHBOROUGH MA 01772 MARY GUILFORD COLLECTOR SOUTHBOROUGH MA 01772	TOWN OF SOUTHBOROUGH 2000 WATER BILL CYCLE #102	BILL NUMBER 4703 BILL DATE 07/07/2000																					
Account: 900048 Meter: 900048 Service:																							
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<table><tr><td>RATE: STD STANDARD RATE</td><td>\$21.80 FIRST 1000 CF. \$2.18 EACH ADDITIONAL 100 CF.</td><td>RECEIVED DATE 09/22/2000</td></tr><tr><td>METER #: 900048</td><td>PRIOR 1700 CURRENT 3000</td><td>SENDING DATE 05/15/2000</td></tr><tr><td>WATER USE: 1300</td><td>CODE: WATER 28.34</td><td></td></tr><tr><td>SEWER USE: 0</td><td>CODE: SEWER 0.00</td><td></td></tr><tr><td>COLLECTORS OFFICE HOURS 8AM TO 4PM</td><td>CODE: CODE: 0.00</td><td></td></tr><tr><td></td><td>For Payment: (check one) <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check <input type="checkbox"/> Credit Card</td><td>508-485-0710</td></tr><tr><td></td><td>For Receipt: (check one) <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check <input type="checkbox"/> Credit Card</td><td>508-485-1845</td></tr></table>			RATE: STD STANDARD RATE	\$21.80 FIRST 1000 CF. \$2.18 EACH ADDITIONAL 100 CF.	RECEIVED DATE 09/22/2000	METER #: 900048	PRIOR 1700 CURRENT 3000	SENDING DATE 05/15/2000	WATER USE: 1300	CODE: WATER 28.34		SEWER USE: 0	CODE: SEWER 0.00		COLLECTORS OFFICE HOURS 8AM TO 4PM	CODE: CODE: 0.00			For Payment: (check one) <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check <input type="checkbox"/> Credit Card	508-485-0710		For Receipt: (check one) <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check <input type="checkbox"/> Credit Card	508-485-1845
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Town Collector

YEAR	OPENING BALANCE 7/1/99							CLOSING BALANCE 6/30/00
		COMMITMENTS	REFUNDS	ADJUSTMENTS	PAYMENTS	ABATEMENTS	ADJUSTMENTS	
<u>REAL ESTATE</u>								
FY 1992	808.09			21.05				787.04
FY 1994	1,461.43			1,461.43				0.00
FY 1995	6,333.46			6,333.46				0.00
FY 1996	6,466.59			6,476.32				-9.73
FY 1997	11,333.27			6,333.46				4,999.81
FY 1998	15,648.05		17,792.42		11,661.30	17,792.42		3,986.75
FY 1999	287,350.25		25,538.76	271.81	146,291.09	20,453.96		146,415.77
FY 2000	6,777,343.28	14,217,454.68	1,028.17	11,151.58	13,923,455.64	86,442.24	6,777,343.28	255,703.17
FY 2001		7,105,730.06						7,105,730.06
<u>PERSONAL PROPERTY</u>								
FY 1993	4,840.03			4,584.62				255.41
FY 1995	29,678.50			26,043.80				3,634.70
FY 1997	5,938.97			1,302.45				4,636.52
FY 1998	4,667.41			126.68				4,540.73
FY 1999	4,310.07			605.64				3,704.43
FY 2000	266,871.26	501,694.65		499,046.46		180.32	266,871.26	2,467.87
FY 2001		245,966.74						245,966.74
<u>ROLL BACK TAXES</u>								
FY 1995		457.59		457.59				0.00
FY 1996		10,668.56		10,668.56				0.00
FY 1997		10,433.23		10,433.23				0.00
FY 1998		8,626.06		8,626.06				0.00
FY 1999		23,685.08		23,685.08				0.00
FY 2000		22,267.96		22,267.96				0.00
<u>MOTOR VEHICLE</u>								
FY 1995	-1,529.21			56.57				-1,585.78
FY 1996	3,191.76			348.44				2,843.32
FY 1997	7,057.08			3,310.06				3,747.02
FY 1998	10,552.00	1,872.98	869.15	7,579.79	686.03			5,028.31
FY 1999	68,838.69	205,295.57	33,436.75	255,703.57	32,805.93			19,061.51
FY 2000		1,292,072.91	15,379.67	1,011,568.56	43,957.69			251,926.33
EXCESS	-1,063.97			1,629.00				-2,692.97
<u>WATER LIENS</u>								
FY 1996	431.64			431.64				0.00
FY 1997	1,909.51			1,549.11				360.40
FY 1998	1,585.08			1,304.35				280.73
FY 1999	3,298.48			1,472.61		271.81		1,554.06
FY 2000		11,535.63		4,695.77	838.21	3,240.55		2,761.10
<u>SEPTIC BETTERMENT</u>								
FY 2000		14,325.53		6,914.50			7,411.03	0.00

TOWN SERVICES



Building Department

PERMITS ISSUED BY TYPE OF PERMIT AND FEES COLLECTED

<u>NUMBER</u>	<u>TYPE</u>	<u>FEES COLLECTED</u>
439	Building Permits	\$358,903
468	Wiring Permits	54,693
235	Plumbing Permits	21,371
174	Gas Permits	6,570
	Total Permit Fees	\$440,537

BUILDING PERMITS BY TYPE OF PROJECT AND CONSTRUCTION COST

<u>NUMBER</u>	<u>TYPE</u>	<u>VALUATION</u>
48	Single Family Residences	\$10,490,122
5	Multi Family Residences	1,504,900
3	New Commercial Buildings	6,926,979
150	Residential Adds./Alts./Repairs	3,678,727
67	Commercial Adds./Alts./Repairs	24,395,322
166	Miscellaneous Permits (swimming pools, wood burning stoves, signs, tents, demolition, etc.)	1,204,791
	Total Valuation	\$48,200,841

The residential units permitted this year are 48 single family houses and 9 elderly housing units in multi-family dwellings. Based on an estimate of 3062 existing dwelling units within the town at the beginning of the year 2000, the 57 new residential units represent a yearly growth rate of about 1.9%.

The new non-residential buildings consist of new office buildings at 153 Cordaville Road and at 371 Turnpike Road (2 Park Central), and a new animal housing and care facility at the Harvard Primate Center at 1 Pine Hill Drive.

The larger of the non-residential alteration/addition projects include the renovation of Building 5 at 356 Turnpike Road (the old Data General facility), tenant alterations at 34 St. Martin Drive, an addition of new math and science rooms to the classroom building at the Fay School, and tenant fit up work for the new building at 371 Turnpike Road (2 Park Central).

This year saw an organizational change involving the Building Department. A new position was created for a part time secretary to take on the building permit aspect of the department's work as well as to take over the administration of the Zoning Board of Appeals from the Selectmen's staff. Cindi Krawczyk was appointed to this position in August. Hillary Brigandi continues to administer the wiring, plumbing and gas permit process.

TOWN HOUSE MAINTENANCE FUND - FY 2002

WORK ITEM	AMOUNT	PERIOD	LAST DONE	PROJECTED									
ROOF	\$30,000	20	1991	2011	Amounts in parentheses are those actually spent during the year.								
BUILDING EXTERIOR TRIM	\$10,000	5	1998	2004									\$10,000
FRONT DOOR	\$600	2	1999	2001									\$600
OUTSIDE BRICK WALLS	\$5,000	20	1980	2003									\$5,000
REPOINT CHIMNEYS	\$5,000	20	1999	2019									
INSIDE PAINTING	\$4,000	5	1996	2000									
CARPETING													
HEARING ROOM	\$3,600	10	1978	2000									
CONFERENCE ROOM A	\$800	10	1978	2003									\$800
FIRST FLOOR	\$8,600	10	1994	2004									\$6,000
SECOND FLOOR OFFICE	\$6,200	10	1978	2001									
SECOND FLOOR HALLS	\$1,300	10	1997	2007									
BATHROOMS	\$10,000	20	1982	2002									\$10,000
OFFICE UPGRADE	\$88,000	20	1998	2018									
OFFICE MAINTENANCE	\$10,000	10	1998	2008									
HEATING SYSTEM	\$20,000	25	1980	2005									
HEATING CONTROLS	\$20,000	30	1997	2028									
AIR CONDITIONING SYSTEM	\$15,000	13	1990	2003									
TELEPHONE SYSTEM	\$20,000	10	1993	2002									
SEPTIC SYSTEM	\$20,000	20	1993	2013									
COMPUTER ROOM PARTITIONS	\$4,300			2000									\$4,300
ACCESSIBILITY ITEMS	\$4,250			2000									\$4,250
					TOTAL FOR YEAR								
					BALANCE USING AN ALLOCATION OF \$12,000 PER YEAR STARTING IN FY 2001								

FAYVILLE HALL MAINTENANCE FUND - FY 2002

WORK ITEM	AMOUNT	PERIOD IN YEARS	LAST DONE	PROJECTED TO BE DONE								
REPLACE BOILER	\$10,000	25	1973	2002	Almost all work on the building has been put off until a decision is made regarding whether the building is to be replaced					\$10,000		
REBUILD CHIMNEYS	\$1,000	30		2002						\$1,000		
REPOINT BRICK WALL	\$1,000	30		2002	or renovated					\$1,000		
REPLACE UPPER ROOF COVERING	\$6,000	20	1994	2014								
REPLACE LOWER ROOF COVERING	\$1,500	20		2005								\$1,500
RENOVATE KITCHEN	\$10,000	30		2003						\$10,000		
REFINISH DANCE FLOOR	\$500	2	1998	2002						\$500		\$500
REFINISH OTHER FLOORS	\$1,500	5		2004								\$1,500
REPAINT EXTERIOR	\$5,000	10		2002						\$5,000		
REPAINT INTERIOR	\$3,000	10	1998	2008								
UPGRADE LIGHT FIXTURES	\$2,000	10		2002						\$2,000		
REPLACE WATER HEATER	\$1,000	20	1996	2016								
RENOVATE BATHROOMS	\$3,000	10		2002						\$3,000		
ADD SUMPS TO BASEMENT	\$1,000			2002						\$1,000		
PERIMETER DRAINS	\$5,000			2005								\$5,000
					Total for year	\$0	\$0	\$0	\$23,500	\$10,000	\$2,000	\$6,500
					Balance using an allocation of \$7,000 per year until 2004 and \$3,000 per year after	\$7,000	\$14,000	\$21,000	\$4,500	\$1,500	\$6,500	\$3,000

Conservation Commission

The Southborough Conservation Commission is charged with the enforcement of General Laws, Chapter 131, Section 40, Wetlands Protection Act and the Southborough Wetlands By-Law. The Commission's jurisdiction is limited to (1) isolated wetlands, (2) bordering and isolated land subject to flooding, (3) wetlands bordering on water bodies or waterways, (4) all land within 100 feet of (3) above, and (5) all land within 200 feet of any perennial stream. The Commission must consider if any activity affects any of these statutory interests: public water supply, groundwater, flood control, storm damage prevention, prevention of water pollution, shellfish, fisheries, (if applicable) and wildlife habitat. The Commission is required to hold a Public Hearing if the activity affects any of these statutory interests.

In 2000, the Commission held 34 public hearings:

- 01/19 Rosewood Capital Corporation (153 Cordaville Road)
- 01/19 Richard & Sue Snyder (2 Angelica)
- 02/09 Kepa Homes (8 Joslin Lane)
- 02/09 Kepa Homes (10 Joslin Lane)
- 02/09 Charles Scott (218 Boston Road)
- 03/01 Fisher Road Realty Trust (6 Schipper Farm Lane)
- 03/01 Fisher Road Realty Trust (Common Drive for Lots 7, 8, 9, 10 and 11 Schipper Farm Lane)
- 03/22 Trask Inc. (9 Kidder Lane)
- 03/22 Trask Inc., (11 Kidder Lane)
- 03/22 Beechwood Realty Trust (8 Deerfoot Road)
- 05/18 Massachusetts Bay Transportation Authority (MBTA Commuter Rail Station)
- 05/18 Fisher Road Realty Trust (7 Schipper Farm Lane)
- 05/18 Fisher Road Realty Trust (8 Schipper Farm Lane)
- 05/18 Fisher Road Realty Trust (9 Schipper Farm Lane)
- 05/25 Nobel Construction (15 Stowe Road)
- 05/25 Daniel McIntyre (16 Richards Road)
- 05/25 Rosewood Construction Corporation (36 Breakneck Hill Road)
- 05/25 Vine St. Trust (39 Oregon Road)
- 06/08 Dennis Paul (5A Powdermill Lane)
- 07/20 Oakwood Construction (Carriage Hill Estates – Off Valley Road)
- 07/20 The New England Center for Children (33 Turnpike Road – sewer line)
- 08/10 Capital Group Properties (153 Cordaville Road – Road Widening)
- 08/10 Parkerville Road Realty Trust (202A Parkerville Road – Detention Pond)
- 08/31 The Chapel of the Cross (9 Cordaville Road)
- 09/21 Lucy & Frank Gohlke (2 Bridge Street)
- 11/02 Brenshaw Corporation (3 Angelica Lane)
- 11/02 Brenshaw Corporation (6 Angelica Lane)
- 11/02 124 Turnpike Road LLC (132 Turnpike Road)
- 11/02 124 Turnpike Road LLC (136 Turnpike Road)
- 11/16 Ben Stevens (1 Kidder Lane)
- 11/16 Ben Stevens (4 Kidder Lane)
- 11/16 Richard & Irene Tibert (Brookside Road Extension)
- 11/16 Park Central Realty Trust (Gilmore Road, Crystal Pond Road, Coslin Drive)
- 12/07 Barry Walsh (26 Lynbrook Road)

Conservation Commission (continued)

If, after the public hearing, the Commission determines that the proposed activity meets all regulatory performance standards, then the Commission will issue a permit with such conditions as are necessary to protect the public interests noted above.

The Conservation budget for FY2000 was \$2.975. The Commission's budget for FY 2000 was offset by \$7,592.00 generated by filing fees.

The Community Gardens continued its 24th year at Middle Road under the able leadership of Kay Alsterlund.

Ray Davis of Breakneck Hill Road continues to volunteer his services at the Southborough Conservation Orchard by continuously maintaining the land and enhancing the rural character of Southborough by raising Belted Galloway Cattle at the Orchard.

The Commission continues to be an active participant of the Metrowest Water Protection Committee.

The Commission thanks all Town officials, employees and townspeople who have been of assistance to us this past year and invites the participation of all residents in our future work.



Council on Aging

Senior Center

The Council on Aging is a board made up of seven members and four associate members who are appointed by the Board of Selectmen. The COA, which meets at the Senior Center the first Wednesday of the month at 7:00 p.m., serves as the policy-making and advisory board for the Senior Center. The Senior Center is located in the Fayville Village Hall at 42 Central Street. All are welcome to attend these meetings. Duties of the COA include: advocating on behalf of our town's senior population, identifying and developing community resources, and enhancing the quality of life for seniors and the community by providing educational, health, recreational and cultural programs and activities.

Funding for the Senior Center and our programs come from the town's budgetary process, small fees, the Friends of the Council on Aging and supplemental grants from the Executive Office of Elder Affairs. Current grants include a \$4,100 Formula Grant, which is used mostly to produce our newsletter, a \$3,500 Incentive Grant for Volunteer Coordination, and a \$900.00 Title III grant for our exercise program.

The Senior Center is open Monday through Friday from 10:30 a.m.-2:30 p.m. Leah Alea is employed as the Director and works 20 - 25 hours per week. Cindy Beard is the Outreach Coordinator and she works 12 hours per week. Services at the Senior Center include the Meals-on-Wheels program for our town's home-bound and a congregate meal site where hot meals are served Monday through Friday at 12:00 p.m. The meals are provided through the S.M.O.C. Elderly Nutrition Program and come from Bateman Catering and are delivered by volunteers.

Additional programs include Exercise and Strength Training, Painting with Watercolors, conversational Spanish, crafts, card games, parties, and educational seminars. Counseling for health care related insurance questions is provided by a volunteer SHINE (Serving Health Information Needs of Elders) counselor and is available by appointment. The Senior Sensation, our newsletter, is produced and sent to senior residents bi-monthly. Cindy Beard started a holiday program, which hopefully will become a tradition, where personal baskets are delivered to seniors as a special holiday "pick me up". Over seventy baskets, made and donated by local organizations have been provided to seniors during the holiday season this year and last.

Transportation is available through AVCOA (which provided 1413 rides to our seniors this past year) on Mondays and Thursdays. On Tuesdays AVCOA provides transportation to the Senior Center only. Volunteers provide other transportation.

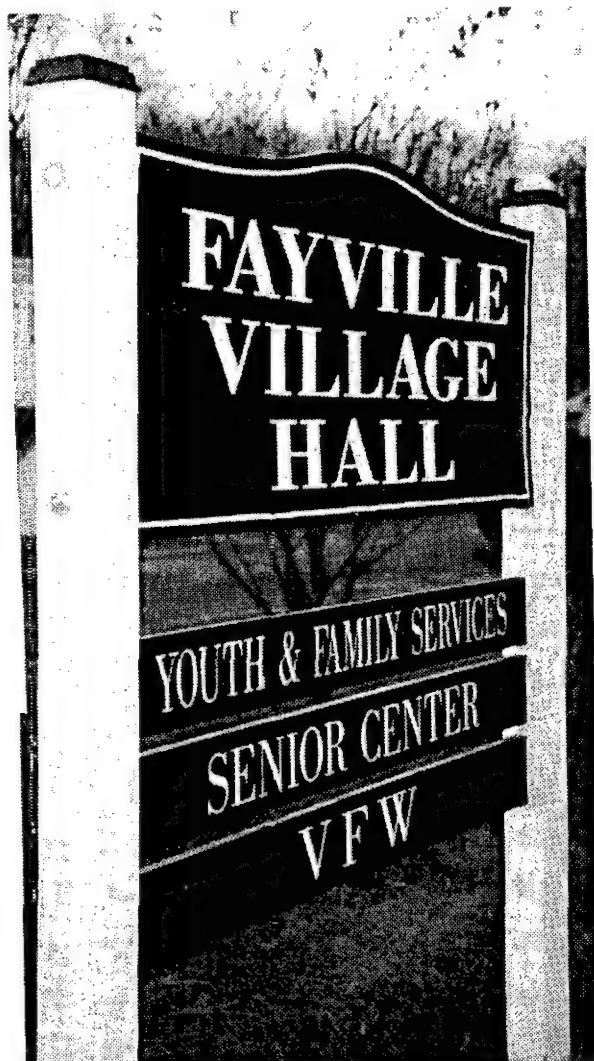
During the fiscal year 2000, 268 seniors, (190 women and 78 men) unduplicated, were served through programs and services at the Senior Center. A number of non-seniors were served as well. The Senior Center is now fielding roughly 63 calls per month for information and referral, outreach services, health services, medical equipment, etc. Outreach services provided by Cindy Beard continue to grow, as more people are taking advantage of programs such as fuel assistance and the State Pharmacy Program. There are approximately 1200 over 60 residents in town and all are encouraged to participate and make use of available services.

Six seniors are participating in the Senior Tax Work-off Program that was approved for funding at the September 2000 Special Town Meeting. They are receiving a tax credit for providing volunteer services to the town. Several town departments have benefited from their

Council on Aging (continued)

services. Thus far there has been filing and general office work done, holiday baskets delivered to Senior Citizens, Town Report research and writing, recreational classes taught, library work done, burning permit numbers assigned, and firearms licenses processed by senior volunteers. We hope that more seniors will benefit by continuing this program in the future.

In anticipation of the continued growth in the need of services to our older population as well as other social services and recreational services for younger residents, the Fayville Village Hall is being evaluated for current and future needs. We are hoping that the renovation will provide the COA with some much needed space as well as a more pleasant and accessible place to be. Transportation still is an issue that has not been resolved and which may not have just one solution. The Lift # 7 bus, which now comes through town, has helped, and we are hoping for more public transportation support. Other options, such as a private van may play a role in the future. During the upcoming year, we are hoping to expand services, beginning with the hours of the Senior Center and possibly a wellness program, after seeing the success of the weekly blood pressure clinics and the state of health care for seniors. We continue to look for volunteers to provide services to our seniors and to provide opportunities for those looking to volunteer. Our thanks to all of you who are currently volunteering, because we couldn't do this without you.



Department of Public Works

In accordance with the code of the Town of Southborough, the Department of Public Works herewith submits its ninth annual report for the year ending December 31, 2000.

The department's operations are dictated to a great extent by the continually eventful New England weather conditions. Moderation was the watchword for the year from the climatological standpoint and this moderation had a positive effect on not only winter operations but in water and cemetery operations as well.

Statistics for the winter season show a dramatic decrease in winter operations with snow removal being required on only five occasions and supplies and services remaining relatively consistent in spite of new growth within the community over recent years.

Street maintenance activities continued on a regular basis throughout the year with minor repairs being accomplished on Alexandra Circle, Deerfoot Road, Main Street, Valley Road, Wentworth Drive and Woodland Road. As a result of winter damage, major repairs to stone walls were required at Breakneck Hill Road, Latisquama Road and two locations on Main Street. Surface maintenance activities included resurfacing with Type I Bituminous Concrete on portions of the old Breakneck Hill Road off of Woodland Road, Carolyn Terrace, Deerfoot Road, Latisquama Road, Ledge Hill Road, Rock Point Road, School Street, Sears Road, Ted Lane, Upland Road, Walker Street and Winchester Street. Additionally, resurfacing was accomplished on parking areas and driveways at the Arts Center on Highland Street and the Police/Fire facilities on Main Street.

In conjunction with the opening of the renovated Mary E. Finn School, the department established a School Safety Zone similar to that established at the Neary and Trottier Schools. The zone consisted of relocating one school zone flashing light, the installation of 12 crosswalks, 8 pedestrian crossing signs, 6 advance warning signs, 7 school zone signs, 3 speed control signs, 42 stop signs and various types of pavement markings depending on the pavement condition. Based on funding approved this year for additional school construction at all school locations, the effort to date on both the Finn School Safety Zone as well as the Neary/Trottier School Safety Zone should be considered work in progress and additional measures must be taken at these locations as well as the Albert S. Woodward School.

Funding under the Chapter 90 State Aid program continued to be a point of controversy between municipal highway agencies and state officials. Original funding under the program would have reduced the available funds by approximately two-thirds. Recognizing the consequences, the state did double the original funding package. While distinctly better than the original proposal, the current funding level remains one-third less than previous years. Considering that prior years funding was insufficient to adequately maintain our streets, it is imperative that prior years funding levels not only be returned but indeed increased.

The effort to deal with our dead and dying roadside shade trees stepped up this year with additional funding appropriated at the Annual Town Meeting. The first contract let with this additional funding went to McMillan Professional Tree Service, Inc. of Ashland. To date fourteen trees have been removed under the contract in addition to fifty four taken down by the Tree Warden. This stepped up effort has allowed us to remove some of the larger and more

Department of Public Works (continued)

difficult trees and must be continued into the future if we are to eliminate these potentially dangerous roadside obstacles.

Moderating weather conditions had an impact on water operations this year. A return to a more "normal" rainfall this summer led to a significant decrease in demand on the water system. While having an adverse impact on the water revenues for the year, the decreased demand was clearly a benefit from the supply standpoint to say nothing of the very positive environmental impact. Maintenance of the system continued on a regular basis throughout the year. The leak detection program continued this year and has become an integral part of our maintenance activities. The Clear Hill and Fiddlers Green Storage tanks were both cleaned and inspected this year and found to be in good condition. Working closely with the Massachusetts Water Resources Authority, considerable effort went into the technically very critical plan and necessary installations for the eventual changeover in supply at the Hosmer Pump Station from the Southborough Tunnel to the Metrowest Tunnel.

	<u>Water Consumption</u> (million gallons)	<u>Distribution System</u>	<u>2000</u>	<u>System Total</u>
		Main Pipe Added:		
January	24.746	4"		
February	22.125	6"	400'	
March	23.850	8"	4560'	
April	25.873	12"	<u>1040'</u>	
May	35.275		6,000	
June	43.127			81 mi. 3,545'
July	58.765	Services	100	2,805
August	44.226	Hydrants	9	737
September	41.700	Gate Valves	27	1,830
October	30.551	Breaks in Mains	8	
November	23.777	Breaks in Services	4	
December	<u>24.505</u>	Broken Hydrants	5	
Total	398.520			

Capital water projects included the installation of Pressure Regulating Valves at the Richards/Parkerville Road intersection and at the Mt. Vickery/Cordaville Road intersection thus completing a project initiated the previous year and thereby fully mechanizing the dual zone water system. The Annual Town Meeting approved funding for system improvements on Walnut Drive, Oregon Road and Edgewood Road. At the close of the year all survey and design work has been completed, permitting is pending and we anticipate advertising the project in the early spring of 2001.

Moderating weather conditions had a positive impact on the Rural Cemetery as well. With the help of mother nature and a concerted effort by the Cemetery Division staff, the severe turf damage left from 1999 was mitigated. This major effort of reseeding, slice seeding, fertilizing and treating was accomplished in addition to all the regular maintenance activities that were carried out on a regular basis. One item of particular concern is the rapidly deteriorating condition of the beautiful stand of very mature trees. An effort, started in the late fall, will

Department of Public Works (continued)

continue through the winter months to prune as many trees as possible in order to optimize their life expectancy and remove those that have deteriorated beyond saving.

Critical space issues at the Rural Cemetery continue to be compounded as time goes on. The statistics speak for themselves:

<u>Burials</u>		<u>Graves Sold</u>	
Cremations	16	Resident	21
Full Body	<u>46</u>	Non-Resident	<u>2</u>
Total	62	Total	23

The solution to our space problem remains the proposed expansion on state owned property adjacent to the existing cemetery and Middle Road. As we reported last year, the permitting process was ongoing and we anticipated construction in 2000. That was not to be the case as the permitting process and design is indeed complete, however the issuance of a deed continues to move through the state bureaucracy at a snails pace. At the close of the year, we are awaiting the approval of an appraiser, the actual appraisal, negotiation over relevant costs, establishment of a purchase price and the issuance of a deed. Unfortunately, the state agencies will provide no time frame for the completion of the process.

The significant progress on the Parkerville Road Landfill Closure project reported last year was, regrettably, not to be the case for 2000. While progress was made on the project this year, it was less than anticipated due, in our opinion, to less than appropriate staffing by the contractor in spite of constant pressure by our consultant, the committee and this office. At the close of the year several items remain incomplete on this project some of significant consequence.

Solid Waste was the focus of a great deal of the departments attention throughout the year. Work on the Recycle Center continued with the installation of granite curb, concrete walkway and lighting. A new area for heavy metals, white goods, CFC bearing items, CRT's, televisions and electronics was excavated, graded, retaining walls installed and concrete slabs poured. The entire recycle area was paved with two inches of bituminous concrete. The focal point of the Recycle Center is the "Gulbankian Barn". The barn formerly located at 153 Cordaville Road, was the extremely generous donation of William Depietre of Rosewood Construction. Bill not only donated the structure itself, but contributed assistance in placing the floor slab as well. We wish to also recognize and thank Kevin Giblin of Brendon Homes for his very generous assistance with the foundation construction. The department relocated the barn from its former location to the Recycle Center, constructed foundations, floor slab, installed wiring, heat, water supply and plumbing.

The opening of the Recycle Center in November was the result of an all out effort by a great many people including not only the developers previously mentioned but, Jim Colleary of Colleary Electric, Pyne Sand and Stone Co., Ben Harvey of E.L. Harvey & Sons, the Recycle Committee for months of assistance with the planning and layout of the center as well as an all out effort on opening day that continues still and most importantly, the department's staff who, to a person are responsible for the complete construction of this facility. Work remaining consists

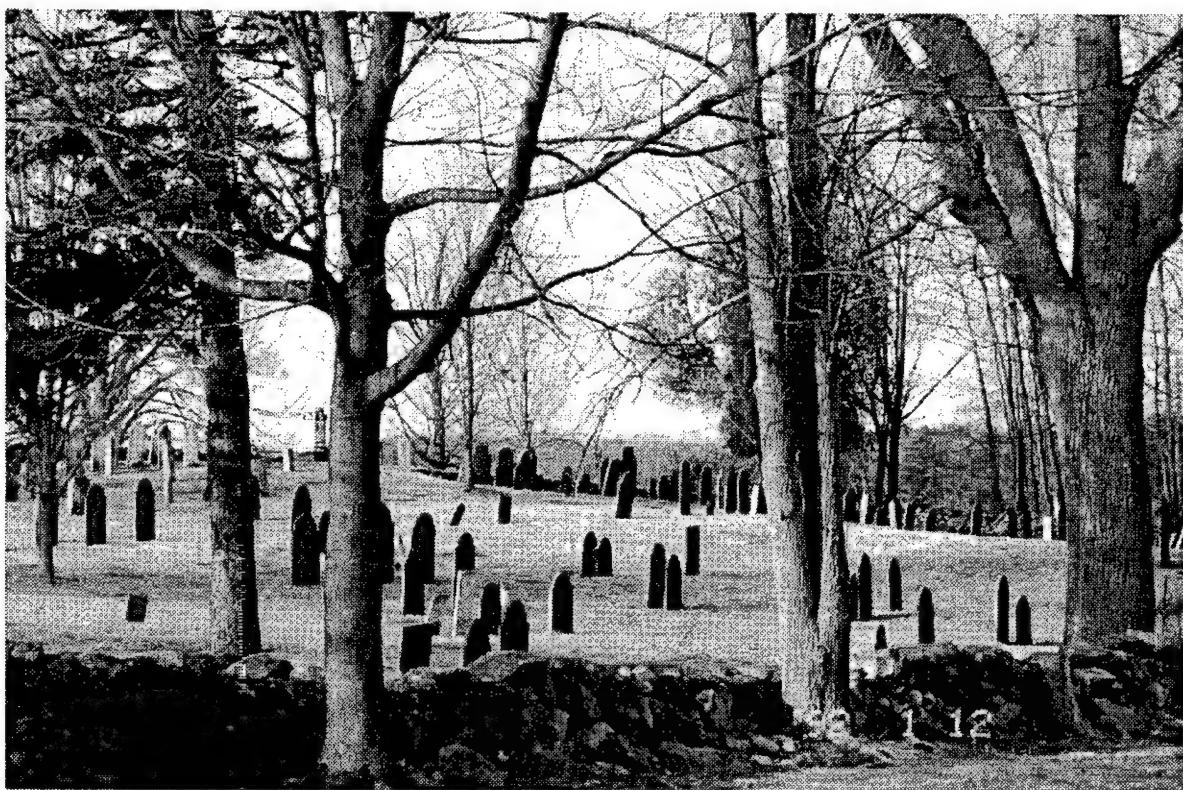
Department of Public Works (continued)

of landscaping, screening, septic system installation and final paving. The remaining work will intentionally be delayed a period of time while we receive public input into the areas operation and hopefully get all the "bugs" out.

The department's staff received a very positive boost this year with the addition of Karen Galligan in the position of Staff Engineer and Joe Berte as Truck Driver with a primary assignment to the Water Division. Karen brings to us an extensive engineering background in both education and experience and we are indeed fortunate to have her on board. Likewise, Joe brings to us an extensive background in municipal maintenance. As a transfer employee from the Recreation Department, Joe's ability and handiwork can be seen at any of our Recreation Facilities and clearly speaks for itself.

The Recycle Center stands out as a singular high profile project constructed entirely by the department staff. This project is, however, not unique but rather indicative of the professionalism, dedication and ability of the departments entire staff and I thank them, one and all.

We wish also to thank all of the town officials, boards, departments and employees for their assistance and cooperation throughout the year.



Historical Commission

This year consultants Anne Forbes and Gretchen Schuller worked closely with us and with the Mass. Historical Commission, to complete the survey that they began last year of historic resources within the town. Funded by \$30,000 appropriated at the 1999 Town Meeting (60% of which will be reimbursed by a grant from the Mass. Historical Commission), this effort updates and impressively expands on the findings of a survey made by local commission members about 30 years ago.

Produced on the current forms required by MHC, we now have a uniformly documented record of the history and architecture of more than 300 homes, public buildings and other "historic resources" in Southborough - a database that should stand us in good stead when and if we apply for further grants from the state. A number of the homes and buildings were identified as possible candidates for listing on the National Register of Historic Places and if the property owners wish to go after that designation, that note on their property's listing on our survey should help their cause.

As required under the grant we received from the state, one complete survey, including black-and-white photos of each property, was given to MHC. We had another four sets of the documentation made up and at year-end these were being put into sheet protectors within three-ring notebooks and will be available to the public - for review and for photocopying of individual pages - at the Town House, the Library, the Historical Museum, and in our own files.

Since so many properties were identified as possible candidates for special recognition, we have gathered detailed, current information that will help us and interested residents get a better grasp of the implications of having property listings under such designations as "National Register," "historic district," and even "local historic district." One notable addition to our library is a booklet from the National Register noting in detail how to complete the forms needed to apply for inclusion on the Register.

In other matters, late in the year we met informally with the Board of Selectmen as they began to consider if the town should vote to participate in the recently enacted Community Preservation Act. According to a pamphlet produced by the state, participation would provide locally-managed funds for open space, for affordable housing and for preservation of historic sites. No matter how worthy these goals might be, however, there may be a problem in that the bulk of the funding would come from a surtax of up to 3% on local real estate taxes. We expect the Selectmen will name an ad hoc committee (drawn largely from established committees and boards) to study all aspects of the Act before voters through Town Meeting will be asked to take any action.

Marlborough Addictions Referral Center

Addiction is a continuing and growing problem in our community. Domestic violence, crime and many other social disorders are directly attributable to substance abuse. The use and abuse of alcohol is once again a growing problem among our young people along with increased use and availability of street drugs. Treatment programs as such are little more than detoxification units with very limited length of treatment. This is primarily due to insurance constraints. After care support has become a vital factor in the recovery continuum. We are fortunate to have people on our board and volunteer staff who are willing to share their professional expertise and experience, including a Licensed Mental Health Counselor.

As in the past, our target population encompasses a broad spectrum of the community and we never turn anyone away. We are still seeing an increase in minorities, women and young people utilizing our services. Installation of a handicap ramp has enhanced our accessibility and our compliance with the American's with Disabilities Act. We have worked very closely with the residents of the Marlborough Shelter and also with the Department of Social Services resulting in children being successfully reunited with their natural parents. We are working with a much greater number of individuals carrying a "dual diagnosis". These individuals may be suffering from a development disability, or other major mental health diagnosis in addition to addiction issues. To insure appropriate services are provided for this population we work closely with other agencies dealing specifically with developmental or mental health issues.

The only eligibility requirements for participation in our program is a willingness to begin to practice personal responsibility and to involve themselves fully in a recovery effort.

The number of unduplicated participants has shown a small incremental growth each year. We estimate a total client number in the year 2000 to be approximately 2800 individuals, most of whom will be Marlborough residents.

Other funding sources include the towns of Hudson and Southborough, as well as a substantial grant from The Tri-County United Way. The ARC generates about 15 percent of its total funding through donations from the various self help groups utilizing the premises.

The paid staff consists of a full time Clinical Director/Counselor and a part time Executive Director/Counselor. We rely on an active volunteer cadre for many of our activities. At the present time the number of active volunteers is about twenty individuals including all of our board members.

The program does not have a formal fee structure. Individuals occasionally make donations or provide services. The majority of our "new" clients are indigent, often living on the street in shelters or sober houses.

The ARC has become a fixture on "The Hill", its roots go back almost thirty years, operating as a "Drop-In Center". The hundreds of individuals who have succeeded in recovery are a testimonial to its success.

Recreation Commission

The year 2000 was a very active year for the Recreation Commission with significant benefits to the community.

PROGRAMS added this year are; Martial Arts for children and adults, spring and summer golf camps for middle school children and adult indoor soccer. The "Algonquin After Hours" program was added at the High School level so that students who were cut from interscholastic sport programs would have other options for after school recreation. Three weeks were added to the ever-popular pre-school summer playground program. In May the Commission worked with the Recreation Facilities Committee to sponsor a "Welcome Spring & Summer" special event at Fay Memorial Playground. At this event the Southborough Gardeners presented the Recreation Facilities Committee with the TOWN BEAUTIFICATION AWARD. The **Tennis Carnival**, held in June, hosted 75 participants and accomplished the purpose of celebrating tennis as a lifelong 'fun' sport for young and old. Through this event we generated new tennis players and re-introduced the game to other participants. Special Events that remain popular are the Annual Road Race, the biannual Trip to New York City and Ski Trip to Ragged Mountain. Open Gym and Free Skate programs are increasing in popularity and numbers. We continue to enhance existing programs and strive to add programs that resident's request in accordance with our mission: "*...to establish and maintain programs that meet the recreation needs of residents of Southborough. Programs will be offered for all ages and interests, giving each individual the opportunity to engage in a variety of activities. Through these activities, participants will be able to make constructive use of leisure time and contribute to positive physical and mental health and good sportsmanship*". Please refer to our biannual brochure (mailed to all residents in March and September) for program listing and registration. At the end of this report is a complete listing of all programs with participation numbers.

SERVICES that have been enhanced are the field and gym use scheduling and recreation maintenance. New and ongoing work with the Recreation Facilities Committee involves addressing maintenance issues for all new and existing facilities. In an effort to facilitate all types of recreational activities, biannual meetings are hosted with groups who program activities and events in Southborough. This has helped all organizations involved program more efficiently and eliminate overlap or competition in programs. The Commission is an active member in the High School 'Safety Net' meetings at the High School and will continue to work with school administration at all levels to improve recreational activities for the youth of Southborough.

"Self-image and self-confidence come early in life through autonomous and imaginative play: they cannot be taught or communicated by works or formal education." - Frank and Theresa Caplan



	Spring-Summer	1996	1997	1998	1999	2000
Schools	Playground	567	443*	371*	450	300+
Schools	Counselor In Training		Not Offered	11	24	20+
Private	Swim Lessons		126	136	129	119
Schools	Tennis-Adult & Children		6	21	61	113
Private	Golf-Adult		38	48	24	41
Private	Golf-Child		16 +	33 +	41	17
Private	Sailing		Not Offered	7	2	5
Town	Fitness Walking		Not Offered	14	Insufficient	7
Town	Senior Striders		Not Offered	N/O	N/O	6
Private	Horseback Riding		Not Offered	0	5	12
Schools	Softball		Not Offered	12	20	28
Schools	Jazzercise		Not Offered	N/O	N/O	35
Schools	Yoga		Not Offered	N/O	37	15
Schools	Adult Soccer		Not Offered	N/O	40	48
	NY Trip		Not Offered	N/O	28	0
Schools	Martial Arts		Not Offered	N/O	N/O	N/O
Private	Preschool Gymnastics		Not Offered	N/O	N/O	24
Schools	Swing Dance		Not Offered	N/O	N/O	37
Schools	Trottier Adventure Program		Not Offered	N/O	N/O	45
Schools	Student Enrichment Program		Not Offered	N/O	N/O	41
Private	Golf Camp (Sp Break & Summer)		Not Offered	N/O	N/O	2
Town	Preschool Playground		Not Offered	N/O	N/O	90+
	Fall-Winter	96-97	97-98	98-99	99-00	00-01
Private	Horseback Riding		7	10	10	7
Town	Fitness Walking		13 +	11	N/O	15
Schools	Yoga		12	20	28	4
St. Marks	Skating Lessons		100	105 +	134	168+
Private	Skiing Lessons		44	50 +	74	56
Schools	Adult Tennis		Not Offered	N/O	N/O	17
Schools	Finn and Neary STEP		Not Offered	N/O	N/O	130
Schools	Tai Chi		Not Offered	10	24	14
Private	Adult Golf		Not Offered	N/O	N/O	8
	NY Trip		Not Offered	23	38	41+
Private	Ski Trip		Not Offered	45	35	23
Schools	Martial Arts (Child & Adult)		Not Offered	N/O	N/O	N/O
Private	Preschool Gymnastics		Not Offered	N/O	N/O	25
Private	Golf-Children		Not Offered	16	38	8
Schools	Trottier Adventure Program		Not Offered	N/O	83	87
Schools	Men's Basketball		Not Offered	N/O	44	45
St. Marks	Adult Ice Hockey		Not Offered	N/O	70	22+
Schools	Adult Ball Room		Not Offered	N/O	20	18
Schools	Adult Computer		Not Offered	N/O	21	N/O
Schools	Jazzercise		Not Offered	N/O	73	N/O
Fay Sch	Adult Indoor Soccer		Not Offered	N/O	N/O	N/O
Town	Road Race		102	139	141	103
	Tennis Carnival		Not Offered	N/O	N/O	N/O
	(*) moved to smaller playground site			(+) Waiting lists		

Recreation Facilities Committee

The Recreation Facilities Committee, ad hoc, continues to work closely with many Town Boards and Committees, the business community, the State of Massachusetts, the Town's sports community and individual citizens in bringing many planned-for facilities online. For instance, Town residents are already enjoying the new gymnasium at the Mary Finn School. Residents will soon enjoy the tennis courts, playing fields and the walking path that are a part of this complex and are near completion.

The Neary School was the site of many improvements or additions to the Town's inventory of recreation facilities. A long-neglected soccer field was thoroughly renovated by local developer William Depietri. Students and staff from the Assabet Valley Regional Technical High School constructed the beautiful pavilion that is used by the Neary students and staff, as well as our recreation community. New dugouts and a backstop for the relocated girls' softball diamond were erected and the playing surface atop the former Parkerville Road Landfill site should be completed this spring.

Site work for the Acre Bridge Road athletic field finally received the go-ahead from State officials and we expect work to begin this spring. Also, construction of the Carriage Hill Estates soccer field began this past fall and will be completed this spring.

The popularity of the Harold E. Fay Memorial Field on Central Street continues to surpass our most optimistic expectations. A highlight of the year was our Committee's receiving the "Town Beautification Award" from the Southborough Gardeners for its efforts in revitalizing this Park.

We have also completed research regarding the most modern and economical methods of maintaining the indoor and outdoor facilities that have been added to our Town's inventory. We are confident that these efforts will not only contribute to the safety of those participating in the many Town Recreation Programs, but also serve as a source of pride that results from well-maintained facilities.

What does the future look like? First, our Committee continues to view its primary role as being the eyes and ears of the community as it pertains to desired recreation venues. Going forward, the community has expressed a desire for the following facilities: dedicated bike paths; a skate board park and additional tot lots, scattered throughout our town. Of these, the plans for dedicated bike paths have been heartily endorsed by many.

Our conceptual plan for these trails, spearheaded by committee member Tim Kemper, would create a network of safe trails that would connect to points of interest within Southborough, adjoining towns and surrounding attractions; could be used to commute to businesses, and would connect to area-wide transit bike ways.

Our committee will continue to meet with various Town Boards and Committees, most notably the School Building Committee, in order to realize these requested facilities. The proposed recreation facility proposed by EMC officials represents another opportunity for our Town to realize its long-term goals.

As always, we thank the taxpayers of our Town for their continued support and seek your input as we go forward.

Southborough Cultural Arts Council

The Southborough Cultural Arts Council oversees the activities and operations of the Arts Center in Southborough. The Council meets the first Monday of the month at 7:15p.m. at the Arts Center; meetings are open to members of the community.

As representatives of the Massachusetts Cultural Council, a state agency partially funded by the National Endowment for the Arts, the Council awards grants annually to individuals and groups involved in the arts. Council members review applications and allocate funds at the November meeting.

With the primary goal of enhancing the artistic life of the community, the Arts Center hosted an extraordinary schedule of events this year: exhibitions, a broad range of drawing, pottery, music and photography classes for adults, children's classes and special programs, and a hugely successful spring concert.

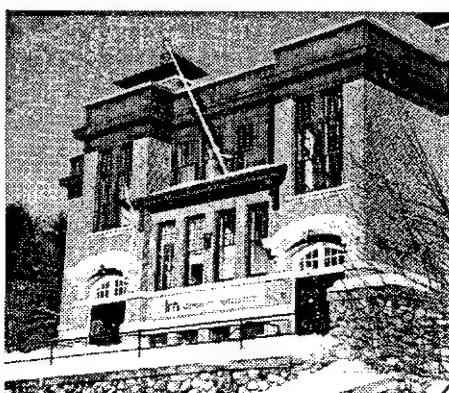
The major fundraiser last year was the Livingston Taylor concert in the spring in which the nationally known singer and author entertained a large and enthusiastic crowd at Algonquin High School.

We continue to work at maintaining and upgrading the Arts Center. New railings have been added by the front doors, the stairs have been repaired, and the lower driveway has been repaved. These much needed repairs and upgrades were funded by grant money received from the MBTA as part of their Tourism campaign.

We offer our sincere thanks to all who continue their membership at the Arts Center. We count on this support to maintain and upgrade the building and to provide cultural activities to our community. We exist because of your generosity.

None of our activities would be possible without the tireless work of the volunteer Arts Council. The present Council includes: Kate Alben, Kay Carter, Alex Cormack, Paul Duffy, Susan and Bob Gaines, Kay Hendrick, Nancy Karis, Lynne McKay, Tracy O'Rourke, Jonathan Sanson, Jane Smith and Kelli Wagner. Other invaluable volunteers include Judy Brewer, Cheryl Griffiths, Marty Henderson and Lisa Vernooy.

Finally, we thank our Director of the Arts Center, Phoebe Krewson, who works so hard to make the Arts Center such a vibrant, important part of Southborough.



Southborough Housing Authority

The Southborough Housing Authority is a public housing agency consisting of a five-member Board of Commissioners. Four members are elected and one appointed by the Governor of the Commonwealth. The Authority is regulated and funded by the Commonwealth of Massachusetts, through the Department of Housing and Community Development (DHCD) and provides housing to eligible low-income elderly, handicapped, and families. The Board of Commissioners is responsible for setting policy, program planning and setting goals, while the Executive Director, Carol Renaud, oversees the day to day administration of the Authority. The Authority's maintenance man, Joseph LaJeunesse, works full-time to maintain and preserve the Authority's properties.

The Authority owns and operates 56 elderly/handicapped housing units, and an 8 bedroom special needs facility which was constructed in cooperation with the Massachusetts Department of Mental Health and is managed by The Bridge of Central Massachusetts.

While the Authority is self-sufficient, subsidy is required from the Department of Housing and Community Development for capital improvements. Strict control of operating costs, within our approved budget must be maintained while providing the best quality housing possible for our residents. In February 1999, the Southborough Housing Authority was awarded two grants from the Department of Housing and Community Development, one in the amount of \$212,500 to modernize their family duplex, and the second in the amount of \$45,000 for paving at Colonial Gardens. During the past year, the Authority has selected an architect and plans are being drawn up for the redesign of the family duplex.

Presently net income limits for determining admission to state-aided public housing range from \$30,450 for one person to \$57,450 for eight people. Questions regarding eligibility and general questions regarding housing may be directed to the Southborough Housing Authority office, 49 Boston Road (phone: 508-481-2166) which is open from 9:30 a.m. to 12:30 p.m.

The Board of Commissioners of the Housing Authority meet on the third Wednesday of each month, 7:30 p.m., in the Colonial Gardens Community Building. The present members of the Board are Charles Brewer, Robert Jachowicz, Barbara Sanchioni-Armstrong, and Esther Lesieur.

The Southborough Housing Authority wishes to thank all Southborough Boards, Department Heads and their employees for their help and cooperation throughout the past year.



Southborough Library

The Board of Trustees of the Southborough Library submits the following report for the year 2000

Material Holdings

Volumes in Adult library	38,990
Volumes in Children's library	<u>24,780</u>
Total Volumes	63,770

Interlibrary Loans

Books & AV materials on loan from Regional Library	1,101
Materials loaned to other libraries	312

Materials Circulated

Adult	53,055
Children	<u>33,947</u>
Total	87,002

Library Use

Non resident library users	3,727
Total registered library patrons	9,424
Patrons using museum passes	2,933

The Trustees are happy to report that in September the Southborough Library was approved as a full-time member of the CW Mars system. The library will be part of Mininet, a system within CW Mars for libraries serving towns of under 10,000 population. Membership in Mininet will help reduce yearly costs.

As of December, port locations have been determined, wiring is being completed and patron registration has begun. Full automation should be completed by June 2001. Automation will expedite library processes, but patrons will still be able to call upon our friendly staff for assistance.

The Trustees are very grateful to Library Director Judith Williams whose professional direction guided us through the 5-year process and brought the library to full automation smoothly and economically. Our profound thanks to Judy and her competent staff, especially Peggy Tuttle, Library Assistant, for her many years of dedicated service.

Under the supervision of Library Assistant Clare Curran the "Young Adult" section of the library has been given more prominence with a fresh new appearance and a new book collection - and has attracted many new teen-age readers.

The Children's Summer Reading Program supervised by Children's Librarian Kim Kiess was very popular with 142 children participating. It is reassuring to know that in this technological age our young people are reading "real books" more than ever.

A new acquisition at the library is a magnifying reader to assist the visually impaired.

The Friends of the Library were deeply saddened by the sudden death in January of their President Marguerite Aspesi. With donations to the Friends, well-known artist Anne Freeman was commissioned to do a painting of Fayville School in memory of Marguerite. It now hangs in the library.

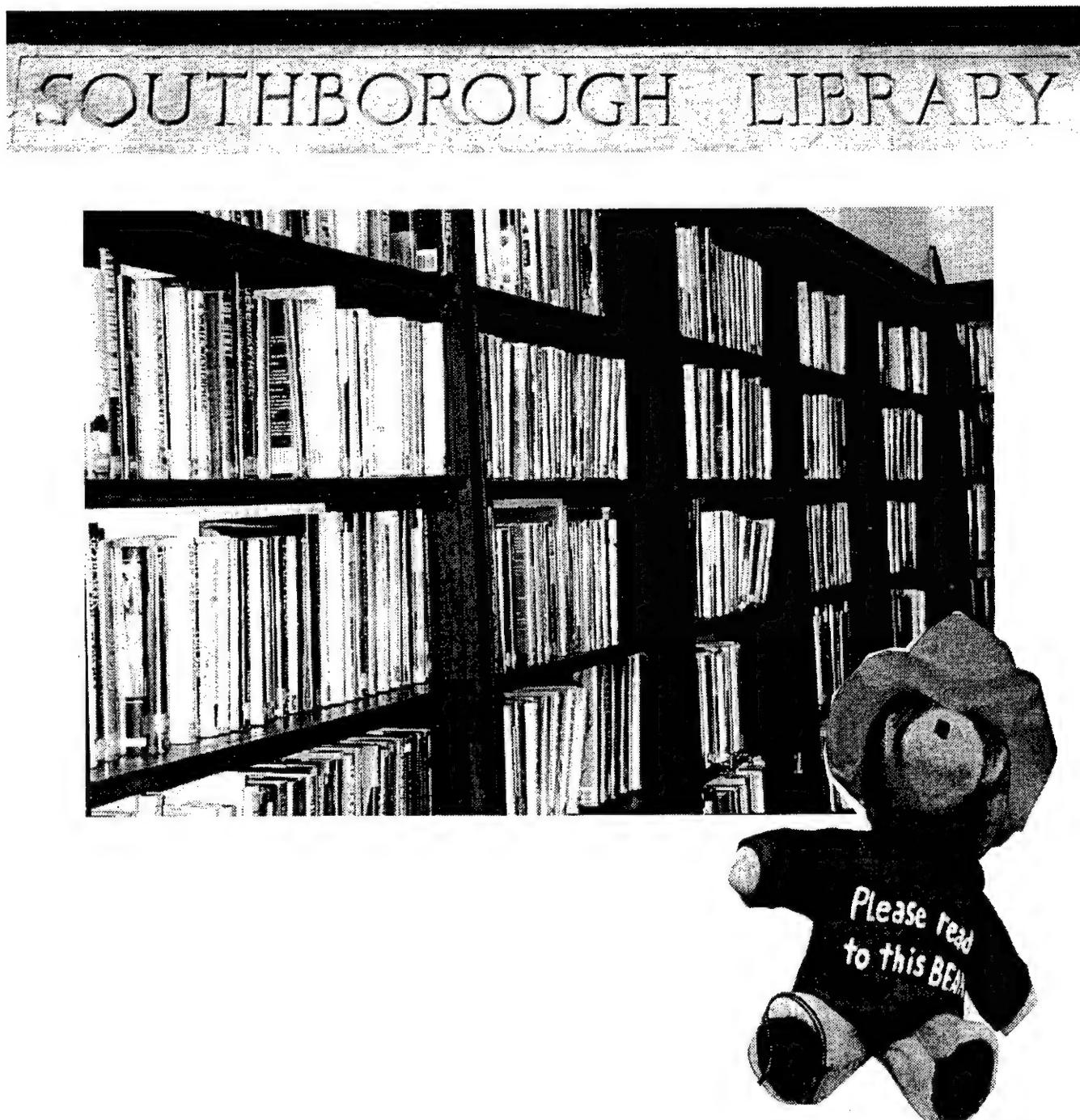
We want to thank the Friends for their work on behalf of the library and for their funding of children's summer programs and museum passes. Many thanks also to the Community

Southborough Library (continued)

Partnership for Children for a generous donation which funded a number of children's programs presented throughout the year.

Our thanks to the Southborough Gardeners for their gift of a lovely red maple tree which they planted on the front lawn and for the renewal of the pass to Tower Hill Botanic Garden.

Trustees extend our thanks and appreciation to our patrons and all town boards and departments for their continued support of our library.



Southborough Youth and Family Services

Southborough Youth and Family Services is a human service resource for the community, which focuses on the prevention and treatment of youth and family problems. We offer preventive programs, counseling, information, and education.

COUNSELING: The counseling component of Youth and Family Services is available to any resident of Southborough, free of charge. We are staffed by licensed Mental Health professionals offering individual, couples, family and group counseling. In 2000, 101 people received counseling services from us.

PREVENTION PROGRAMS: The goal of the prevention programs is to help participants increase their sense of self-esteem, develop social communication and decision-making skills, increase their sense of responsibility for their own lives as well as to their community, learn relevant information and skills, and learn constructive use of leisure time. This in turn enables people to be more effective in their lives, and helps to prevent serious emotional, behavioral, and other life problems from developing. This year's programs included:

1. **In-school groups:** This year, six activity and discussion groups were offered at Neary School, serving 38 children in grades 2-5. Eight groups were offered at Trottier Middle School, serving 61 students in grades 6-8. We also ran six groups at Finn School, attended by 16 first and second graders. In these groups, students addressed issues of self-esteem, friendship, relationships with parents, and other concerns related to their respective age groups. In addition, one of our staff people ran an afterschool study program as part of the Trottier Afterschool Program. Eight students attended these sessions.

2. **Community Action Programs:** We continue to offer these programs in conjunction with the Northborough Office of Youth and Family Services and Algonquin Regional High School. Algonquin students earn credits for being trained and then working with youths who have special needs, Westborough State Hospital patients, younger children in a variety of afterschool and evening programs, and senior citizens. Southborough Youth and Family Services again took primary responsibility for The Special Needs Program, training Algonquin students to work with adolescents with special needs, Project Friend, which matches high school students with younger students in a "Big Brother/Big Sister" type program, and for programs placing Algonquin Students to help at the Southborough Extended Day Program and the Southborough Recreation Department. A total of 66 high school students participated in these four programs this year, working with 53 "little friends" or special needs students, as well as numerous elementary and middle school children in Extended Day and Recreation Department Programs. Approximately 150 Algonquin students participate in all the Community Action Programs each school year.

3. **Summer Activities Program:** This program serves children in grades 5 through 8, and offers participants the chance to participate in fun and wholesome activities, at the same time as learning important lessons about decision-making, responsibility, and interpersonal relationships. Thirty-six children participated this summer, several for more than one session.

4. **Summer Life-Skills Program:** This summer we offered a program which helped high school students with special needs to learn and develop pre-vocational skills. Eight students participated.

5. **Student Mentors Program:** We continued the Student Mentors Program at Algonquin High School again this year. Participants were students interested in providing community service, specifically by staffing the Teen Centers that we run. The Mentors were trained to work with younger teens at the Teen Center, learning about communication skills and limit setting, and then going on to help plan for, organize, and staff the Teen Centers. About 69 students participated this year.

6. **Parenting Groups:** This year, one of our staff members offered a series of parenting groups for parents of children of various ages. These were education and discussion groups, and 12 parents attended.

Southborough Youth and Family Services (continued)

7. **Teen Centers:** Youth and Family Services continued to run the Teen Center this year, Friday Night activities for middle school students in Southborough. Four were held this year. The Teen Centers continue to be very popular, and approximately 270 students attended at least one, many attending most or all of them.

8. **Community Support:** One goal of our office is to work with the schools to provide support when the community faces an emotionally difficult situation, and to help parents think about how to help their children. This year, participated in a meeting at Trottier to discuss with parents some troubling aspects of adolescent behavior, and how to deal with them. Approximately 60 people attended.

9. **Project Pals:** This was a pilot program we sponsored this year, modeled on Project Friend, but having Middle School students work with young children from Finn School one afternoon per week. Eight children participated.

EDUCATION: This year, we continued to offer some educational services in the community. Youth and Family Services sponsored a woman to offer a program on stress management and Tai Chi in twelve health classes at Algonquin. Approximately 320 students participated. In addition, one of our staff members worked with a guidance intern to provide two days of substance abuse prevention education to sixth graders. 140 students participated.

HALLOWEEN PARTY: This year, we hosted our twelfth annual Halloween Party, attended by approximately 300 children and adults. 18 eighth graders volunteered and helped to set up and run the party. Thank you to these kids and to all the other volunteers who helped!

CAMPERSHIPS: This year, Youth and Family Services again coordinated and distributed camperships. Eight children were able to attend Fay School's summer camp program on camperships donated by Fay. We want to thank the Fay School for their continued generosity. In addition, through Friends of the Youth Commission, we were able to provide camperships to several other camps, through donations of funds from individuals, as well as donations of camperships from the Metrowest YMCA, Teamworks, Camp Timanous and the West End House Camp. Thank you to these camps and to all the private citizens who donated. Forty-three children benefited from these additional camperships.

HOLIDAY GIVING PROGRAM: For the seventh year, Youth and Family Services, in cooperation with the schools, acted as a clearinghouse for holiday donations, identifying and distributing to Southborough families in need. This year, more groups, companies and individuals continued to come forward with generous donations. The list is now too long to acknowledge everyone in this report, but you all know who you are. Thank you so much! 110 members of twenty-six families had brighter holidays because of your generosity.

CONSULTATION, INFORMATION AND REFERRAL: Our staff continued to work closely with schools, police, courts, clergy and other community agencies this year. We continue also to be available to provide information and referrals to other health, mental health, and service providers.

The staff wants to thank the Board, including our youth representatives, for its hard work and support; the Friends of the Youth Commission; and all the people who have generously supported our programs with your time, energy, financial assistance or moral support!

The Youth Commission Board meets at the Trottier Middle School, usually on the first Tuesday of each month, at 7 PM. All meetings are posted at the Southborough Town House. For information on our programs, or to volunteer to be involved, please call us at 481-5676.

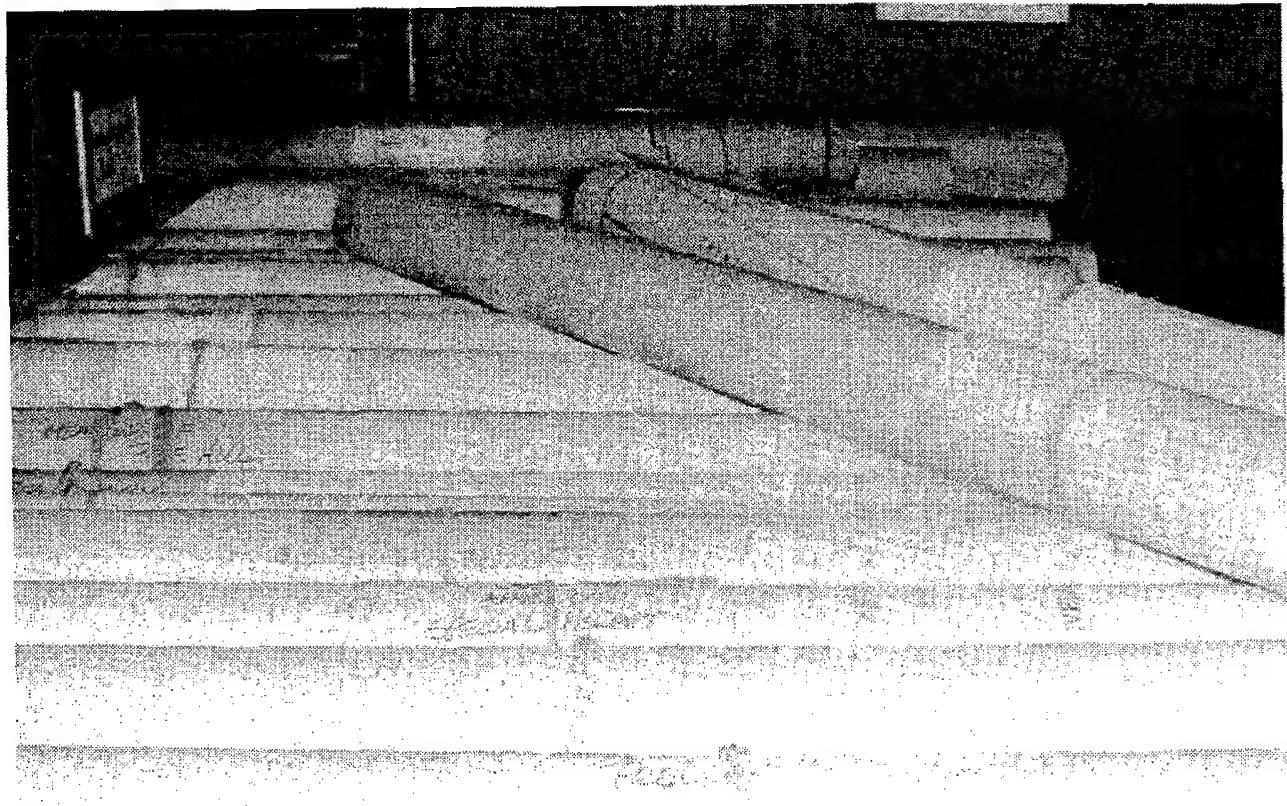
Veterans' Services

H erewith is submitted the Annual Report for the year ending December 31, 2000. Monies spent under Chapter 115 were \$7,320.71, and of this amount 75% is reimbursed back to the Town.

I would like to take this opportunity to thank Janice Conlin and the other departments for their assistance to me during the year.



PLANNING



Planning is the process of determining the future direction of a project or organization. It involves identifying goals, assessing resources, and developing strategies to achieve those goals. Planning is a critical component of any successful endeavor, as it helps to ensure that resources are used effectively and efficiently. In business, planning is often referred to as strategic planning, which involves identifying the company's mission, vision, and values, and developing a plan to achieve them. In government, planning is often referred to as policy planning, which involves identifying the needs of the community and developing policies to address those needs. In science, planning is often referred to as research planning, which involves identifying the objectives of a study and developing a plan to achieve those objectives. In all cases, planning is a process that requires careful consideration and analysis to ensure that the final product is effective and efficient.

Metropolitan Area Planning Council

The Metropolitan Area Planning Council (MAPC) is the regional planning agency representing 101 cities and towns in the metropolitan Boston area. Created by an act of the Legislature in 1963, it serves as a forum for state and local officials to address issues of regional importance.

As one of 14 members of the Metropolitan Planning Organization (MPO), MAPC has oversight responsibility for the region's federally funded transportation program. Council membership consists of community representatives, gubernatorial appointees and city and state agencies who collaborate in the development of comprehensive plans and recommendations in areas of population and employment, transportation, economic development, regional growth and the environment. The 25 member elected Executive Committee meets 11 times a year. The full Council meets three times a year. Meetings are held at various localities throughout the region.

MAPC works with its 101 cities and towns through eight subregional organizations. The MetroWest Growth Management Committee provides services to the MetroWest subregion. This year, MAPC has worked with the MetroWest Growth Management Committee by:

- assisting the MetroWest Growth Management Committee with follow-up events to the MetroWest at the Millenium study completed in 1999/2000 such as the Route 9 Traffic Summit;
- working with the Executive Committee of MetroWest Growth Management Committee to hire a new Director for the Committee;
- assisting MetroWest communities in conducting a feasibility study on establishing a regional transit authority in the MetroWest subregion;
- working with the MetroWest Growth Management Committee to establish a regional services purchasing consortium;
- participating in the development of the new Regional Transportation Plan, the main document that will determine transportation investments and funding until 2025, by reviewing the region's existing conditions, policies, and growth management options;
- providing timely updates on important state and federal legislation affecting local planning and economic development;
- projecting the implications of potential growth as shown by buildup analyses completed by MAPC for the MetroWest communities of Ashland, Framingham, Marlborough, Natick, Wayland, and Wellesley;
- conducting workshops on the EPA's Smart Growth Index and the Community Preservation Act for the MetroWest Growth Management Committee's Planners' Roundtable; and

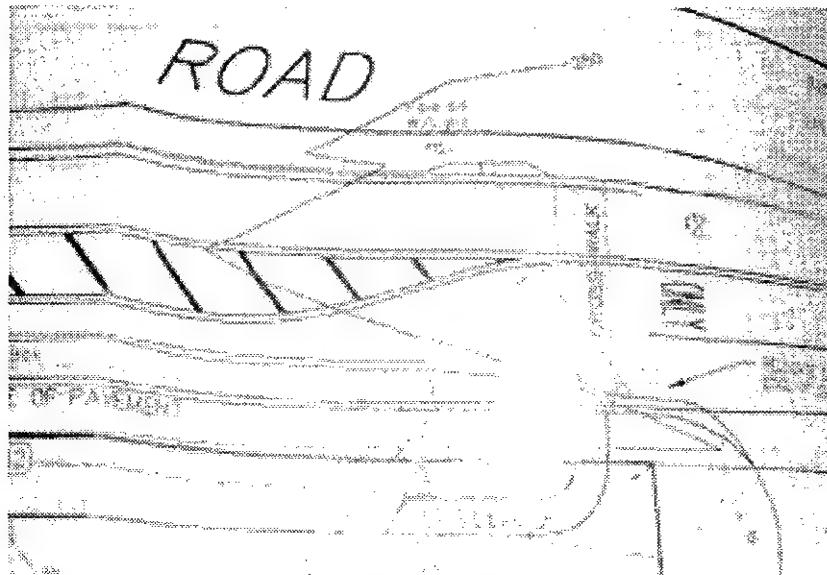
Metropolitan Area Planning Council (continued)

- collaborating with the MetroWest Growth Management Committee to conduct Regional Impact Reviews for significant development projects in the region such as El Paso Global Networks, Jefferson at Ashland Station, and EMC Southborough/Westborough Corporate Campus.

MetroWest Growth Management Committee communities are part of the I-495 Initiative, a partnership of local officials, business leaders, and others affected by growth along the I-495 Corridor. The Initiative is a joint project of MAPC and the Massachusetts Technology Collaborative with funding from the Massachusetts Office of Business Development. This year the Initiative held its third Annual I-495 Conference, bringing in the Secretary of Transportation as keynote speaker; kicked off a new I-495 Institute for Local Officials in cooperation with the University of Massachusetts; and worked on other water, sewer, and transportation solutions designed to enhance the Corridor's business competitiveness while protecting its quality of life.

Working with state legislators, MAPC defined the parameters of a statewide road and bridge construction program under Chapter 87 of the Acts of 2000. The legislation will help to secure a more stable funding source and insure an annual \$400 million statewide road and bridge construction program. MAPC also played a key role in shaping and insuring the passage of legislation that reformed the funding of the Massachusetts Bay Transportation Authority. Similar efforts this year led to the passage of the Community Preservation Act and reform of the Commonwealth's Zoning Enabling Act.

MAPC is continuing its work with local communities on Buildout Analyses throughout the region. The Executive Office of Environmental Affairs has funded this two-year long effort and has contracted with MAPC to complete a buildout analysis for every city and town in the metropolitan region. The purpose of the study is to create an approximate "vision" in quantitative terms of the potential future growth permitted and encouraged by a community's bylaws. If the level or type of potential future development shown in the buildout analysis is not consistent with the community's goals or vision for the future, the residents may choose to make appropriate changes to the regulations. Many of the communities in the MetroWest subregion have had their buildout analysis completed during this past year. By the end of June 2001, every city and town in the region will have had their buildout analysis completed and publicly presented.



Metrowest Growth Management Committee

Established in 1985, the MetroWest Growth Management Committee (MWGMC) is an advisory coalition of the Towns of Ashland, Framingham, Holliston, Natick, Southborough, Sudbury, Wayland, Wellesley, Weston, the City of Marlborough, and the Metropolitan Area Planning Council (MAPC). One selectman/mayor or city council member and one planning board member represent each member community. The Committee's Executive Board consists of a Chairman, Vice Chairman, Clerk, Member-At-Large, and a past Executive Board member. Funding for MWGMC comes from member assessments, grants and contracts. MWGMC maintains an office in Framingham and employs a staff of two. The Committee hired a new director in February 2000 following a strategic planning process launched by its 1999 report: *MetroWest at the Millennium*. The Committee voted to expand its membership in 2000 and the Town of Holliston became the 10th community to join MWGMC effective January 1, 2001.

The Town of Southborough's representatives to MWGMC in 2000 are Selectman William Christensen and Planning Board member Charles Gaffney. Mr. Gaffney also served on the Executive Board to the Committee. Southborough's membership assessment for FY00 was \$6,422.

The Committee provides members with five core services. Accomplishments for 2000 include—

◆ **Leadership Forums and Community Exchange—**

During our monthly forum, members are provided with updates on emerging issues and have an opportunity to review and comment on regional and state planning initiatives. Often, state and/or federal officials are invited to conduct presentations to the Committee. Topics for 2000 included: reviewing and commenting on the Boston MPO regional transportation plan 2000-2025; reviewing new state solid waste regulations; a briefing on new EPA storm water regulations; updates on the Community Preservation Act and E.O. 418; discussion of congestion management issues in the region; and the Sudbury Valley Trustees Greenprint for Growth, to name but a few. In October 2000, the Committee organized a special leadership summit on traffic and congestion on Route 9. Over 100 community and business leaders attended the summit. An "action plan" is being developed as a result of the summit. In addition to the regular briefings, Committee members also use the Forum to update each other on local development and governance issues and to exchange ideas and information. This "community exchange" increases communication between our member communities and provides an opportunity for local leaders to build relationships and learn from each other.

◆ **Regional Impact Reviews—**

The Committee provides local and state officials with timely and relevant comment on significant development projects in MetroWest that meet or exceed MEPA thresholds. Through December 2000, four reviews have been conducted on area projects and it is anticipated that about one dozen projects will be reviewed by the Committee in FY2001.

◆ **Planners' Roundtable—**

Launched in April 2000, this is a new service for area planners. The Committee organizes a monthly "roundtable" where planners get updated on developing trends and exchange ideas and information. Topics for the year have included: E.O 418; the Community Preservation Act; EPA's Smart Growth Index; Boston MPO transportation plan; and a UMass led focus group on possible training topics for local officials.

Metrowest Growth Management Committee (continued)

- ◆ Technical Assistance and Information Services—

The Committee expanded its capacity in this area this year. Working with MAPC, the Committee secured funding in the FY2001 state budget to organize a regional purchasing consortium for MetroWest communities. A new newsletter, *Community Exchange*, debuted in July 2000. The newsletter is mailed to 150 community and business leaders throughout the region. A new report on MetroWest commercial, industrial, and large residential development projects was widely released in November 2000. The report will be updated on a quarterly basis. The Committee has also published several “At-A-Glance” briefings on significant transportation-related issues, has responded to requests for information from local officials in member communities, and written support letters for local grant applications. The Committee is working with area business and community leaders on a regional transit authority feasibility study and has assisted the I-495 Initiative/Campaign for Shared Solutions and the University of Massachusetts with the establishment of a local government training institute. Committee staff also provide assistance to the Mass Turnpike Advisory Board and MWRA working groups.

- ◆ Public Policy Engagement—

The Committee organizes an annual legislative caucus meeting with state legislators every year. The 2000 Caucus was held in March and included discussion on school funding, school building assistance, local aid, Big Dig debt, cellular towers siting legislation, Community Preservation Act, and the FY2001 state budget. In addition, the Committee has provided local officials with opportunities to testify on re-certification of the Boston region MPO and to advocate for better communication between state and local officials on transportation planning and improvement projects. The Committee’s transportation taskforce also advocates for improvements to the region’s transportation infrastructure.

The ongoing challenges of growth and development in MetroWest cannot be addressed by local officials working alone. MetroWest Growth Management Committee successfully facilitates inter-local communication, collaborative planning and problem solving and provides a forum for local leaders to work together to develop a sense of mutual accountability for our shared future.

Open Space Preservation Commission

The year 2000 was rather disappointing for the Open Space Preservation Commission with the development of the Watkins Farm on Richards Road, a major loss of open land and wildlife habitat. The development of the Kallander property on Boston Road, Meadow Lane and Valley Road is a major undertaking. It is, however, sensitive to preservation of open space with significant acreage designated for conservation open to the public for passive recreation. A soccer field for the town is included in the development.

Developments of less than ten units, such as Southborough Village, continue to include insignificant open space. Designated percentages comply with the Zoning by-laws but offer only additional buffering to individual private lots.

On a more optimistic note, the gift of Mr. Watkins to the Town of nearly ten acres north of the Massachusetts Turnpike is restricted to passive recreation and is adjacent to property owned by the Southborough Open Land Foundation and to property zoned for conservation. A walking trail is planned for the area.

Withdrawal of development plans for land on Breakneck Hill Road, adjacent to the Northwest boundary of the Daves Orchard was encouraging. We hope this is permanent and the property can be preserved for it is a truly unique, scenic, wildlife habitat corner of New England to be treasured by the Town as the proliferation of businesses and office space continues along Route 9.

Finally, we regret the resignation of Meg Stebbins from the Commission. She was a valued member.



Planning Board

The year 2000 saw a return to a more normal growth rate for the Town of Southborough. While still a healthy year by historic standards, we have slowed considerably from the record breaking pace of the past seven years. The Town issued 48 permits for single family houses in 2000, while we have been averaging 86 starts a year for the past decade. For the first time in more than ten years the Planning Board approved the creation of less lots (41) during the year than housing starts assuring the continuation of our slowing growth rate. Perhaps for the first time in the town's history, the slow down is caused less by regional economic health and more by lack of available developable land. Having grown from a population of 6,600 in 1990 to about 9,000 currently we expect a stabilization as we inch toward a buildup of around 10,000 some time well into the future.

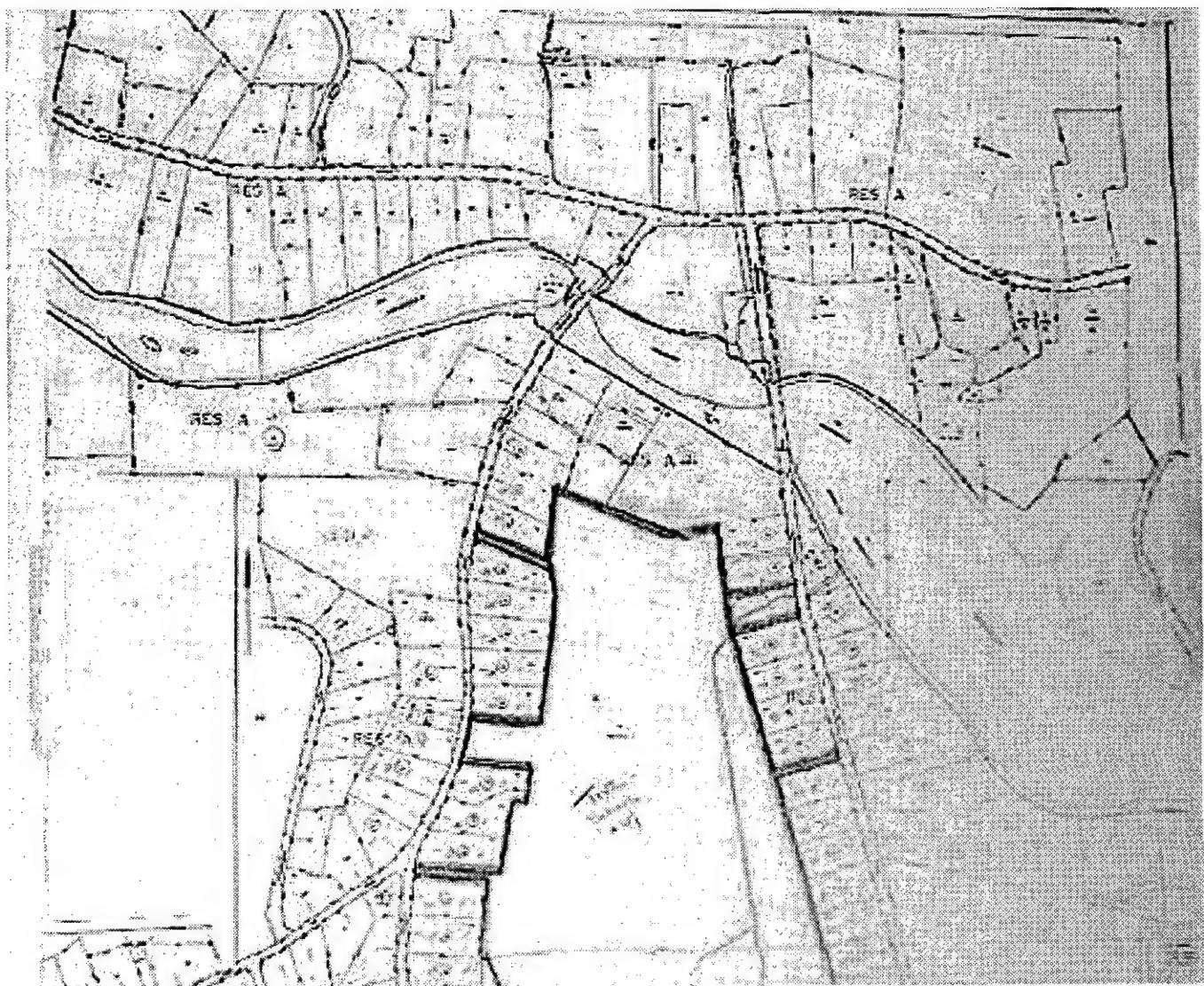
Despite this moderate residential slowdown, the Planning Board was active dealing with a host of issues. Subdivision submittals are fewer but are taking longer to review due to marginal sites with soils, wetlands, and slope problems. Several multi-family senior housing projects have been, or are seeking, approval. These projects, while offering diverse housing for seniors with minimum impact to town services, still require quality site planning to avoid impacts to existing neighborhoods and the town character. Numerous proposals for office buildings along Route 9 have been reviewed along with the multi-million square foot Southborough/Westborough EMC campus currently seeking approval. These projects also bring benefits to the town such as tax dollars to help sustain the financial stability of the community, and in the case of EMC added open space and recreational facilities that will be available to residents. However, protection of existing residential neighborhoods and dealing with the obvious related traffic impacts of such projects takes careful review and consideration.

The Planning Board continues to be involved in regional issues primarily through the Metro West Growth Management Committee. A regional forum of business and government leaders has had ongoing discussions regarding the development of the I-495 corridor and, among other things, the needed infrastructure to support the continuation of well managed growth. We have also sat with businesses and other communities in the area to review the ever increasing traffic congestion on Route 9 through metrowest. These meetings have led to the potential development of a Regional Transit Authority that could serve the area by providing more transportation choices than currently available in our auto dominated region. Southborough has also been involved in statewide discussions regarding the issue of affordable housing and its impact on community diversity and economic development. Unfortunately there are no obvious solutions to this issue and we are not unique as a community whose real estates values continue to escalate, pricing out middle and low income households. This problem also adds to our traffic problems as employees of the metrowest region seek affordable housing further away and commute to and through our communities.

Finally, on a more positive note, the long awaited new I-495 interchange on the Southborough/Marlborough line has opened and will relieve some traffic pressure on Route 30 through the center of town. It also appears that the Southborough commuter rail station in Cordaville should open by the end of this year or early in 2002 which unfortunately will extend the morning rush hour traffic in the immediate area, but when combined with the opening of the Ashland and Westborough stations, should begin to help the entire region. Road improvements, sidewalks, landscaping and the preservation of the Cordaville triangle will hopefully create an overall positive impact to the neighborhood.

Planning Board (continued)

As always, the Planning Board welcomes all comments, complaints, questions, and input regarding the growth management of Southborough.



Zoning Board of Appeals Hearings

01/27 Robert Taylor, 76 Mt. Vickery Road (20-15) – Special Permit from Article V, Section 174-19, Nonconforming Uses and Structures – Construct a porch and garage onto his nonconforming dwelling in a Residence A District. *GRANTED*

01/27 Formation Systems, Inc., 144 Turnpike Road (37-2) – Variance from Article III, Section 174-11, Paragraph D, Signs – Sign to exceed the required height in a Business Highway District. *GRANTED WITH CONDITIONS*

03/29 Richard J. Maley, 11 Winchester Street (55-61) – Variance from Article III, Section 174-8.3, Paragraph D(3)(c), Use Regulations – Permit a second story in a Residence B District. *GRANTED WITH CONDITIONS*

03/29 Thomas J. Flatley, Trustee, 377 Turnpike Road (24-3) – Special Permit from Article III, Section 174-11, Paragraph D, Signs – Special Permit for a 200 square foot sign in an Industrial Park District. *GRANTED WITH CONDITIONS*

03/29 Briarwood Development Corporation, Off Valley Road and Rte. 30 (47-7) – Special Permit from Article III, Section 174-9, Paragraph H, Multifamily Housing for the Elderly – Construct multifamily housing for the elderly in a Residence B District. *GRANTED WITH CONDITIONS*

03/29 Tri State Freightliner, Inc., 218 Turnpike Road (28-9) – Appeal from Article VI, Section 174-25, Paragraph A(1), Appeals – Appeal the Building Inspector's order to cease and desist in an Industrial District. *DENIED*

04/27 James A. McCaw, 6 Stub Toe Lane (36-8) – Special Permit from Article V, Section 174-19, Nonconforming Uses and Structures and for a Variance from Article III, Section 174-8.3, Paragraph D(3)(c), Use Regulations – Construct a garage, lacking the required side setback, onto his existing dwelling on a nonconforming lot in a Residence B District. *GRANTED*

04/27 Benjamin Stevens, 4 Bay Path Lane (30-14) – Special Permit from Article III, Section 174-8.2, Paragraph B (12), Use Regulations – Special Permit for a detached garage in a Residence A District. *GRANTED WITH CONDITIONS*

04/27 Benjamin Stevens, 6 Bay Path Lane (30-13) – Variance from Article III, Section 174-8.2, Paragraph D(3)(a), Use Regulations – Existing bus stop structure is lacking the required front setback in a Residence A District. *GRANTED*

04/27 Norman E. Wellman, Jr., 10 Parker Street (3-10) – Special Permit from Article V, Section 174-19, Nonconforming Uses and Structures and for a Variance from Article III, Section 174-8.3, Paragraphs D(3)(a) and D(3)(c), Use Regulations – Construct an addition, lacking the required front and side setback, onto his nonconforming dwelling in a Residence B District. *GRANTED WITH CONDITIONS*

Zoning Board of Appeals Hearings (continued)

04/27 John J. Boiardi, 28 Richards Road (8-24A) – Appeal of Building Inspector's decision from Article VI, Section 174-25, Paragraph A(1), Appeals or in the alternative for a Variance from Article III, Section 174-8.3, Paragraph D(3)(c), Use Regulations – Existing bulkhead is lacking the required side setback in a Residence B District. ***APPEAL DENIED, VARIANCE GRANTED WITH CONDITIONS***

06/14 Network World, 118 Turnpike Road (37-4) – Special Permit from Article III, Section 174-119, Paragraph E, Signs – Wall sign exceeding the maximum height and area in a Business Highway District. ***GRANTED WITH CONDITIONS***

06/14 IT World.com, 118 Turnpike Road (37-4) – Special Permit from Article III, Section 174-11, Paragraph E, Signs – Wall sign exceeding the maximum height and area in a Business Highway District. ***GRANTED WITH CONDITIONS***

06/14 Rosewood Construction, 153 Cordaville Road (28-1) – Variance from Article III, Section 174-11, Paragraph D, Signs – Standing sign exceeding the maximum area of 75 square feet in an Industrial Park District. ***WITHDRAWN WITHOUT PREJUDICE***

07/19 Charles G. Ellis, Jr., 39 Pine Hill Road (79-13) – Special Permit from Article III, Section 174-8.2, Paragraph B(12), Use Regulations – Construct a garage ***WITHDRAWN WITHOUT PREJUDICE***

07/19 Capital Group Properties, 122 Turnpike Road (37-1) – Special Permit from Article III, Section 174-8.5, Paragraph C(1), Use Regulations – Construct an office building exceeding fifty thousand square feet in a Business Highway District. ***GRANTED WITH CONDITIONS***

07/19 Capital Group Properties, 124 Turnpike Road (37-1) – Special Permit from Article III, Section 174-8.5, Paragraph C(1), Use Regulations – Construct an office building exceeding fifty thousand square feet in a Business Highway District. ***GRANTED WITH CONDITIONS***

07/19 Ted's of Fayville, Inc., A Delaware Corporation, 0 Park Street (54-67) – Appeal from Article VI, Section 174-25, Paragraph A(1), Appeals and Article V, Section 174-19, Nonconforming Uses and Structures – Appeal of Building Inspector's letter of April 20, 2000 to cease and desist in a Business Village District. ***GRANTED***

07/19 Ted's of Fayville, Inc., A Delaware Corporation, 5 Park Street (54-68) – Appeal from Article VI, Section 174-25, Paragraph A(1), Appeals and Article V, Section 174-19, Nonconforming Uses and Structures – Appeal of Building Inspector's letter of April 20, 2000 to cease and desist in a Business Village District/Residential B. District. ***DENIED***

08/09 Charles F. Kraus & Janet M. Maney, 21 Skylar Drive (19-74) – Variance from Article III, Section 174-8.2, Paragraph D(3)(c), Use Regulations – Construct additions lacking the required side setback onto their existing dwelling in a Residence A District. ***GRANTED***

Zoning Board of Appeals Hearings (continued)

08/09 Alfred C. Hamilton, 2 Angelica Lane (portion of 79-16) – Variance from Article III, Section 174-8.2, Paragraph D(2), Use Regulations – Reduce the frontage for a lot owned by Pinehill Realty Trust in a Residence A District. *GRANTED WITH CONDITION*

08/09 Thomas G. & Diane M. Bacon, 165A Southville Road (1-17 & 2-71) – Special Permit from Article III, Section 174-9, Paragraph H, Multifamily Housing for the Elderly – Construct multifamily housing for the elderly in a Residence B District. *GRANTED WITH CONDITIONS*

08/09 David J. Bullen, Trustee, 216 Southville Road (1-10) – Variance from Article III, Section 174-8.3, paragraph C and Paragraph D(2) and D(3)(a), Use Regulations – Construct an addition onto existing industrial building used for light manufacturing and fabrication located in Westborough which will extend into a Residence B zoning district in Southborough. *GRANTED WITH CONDITIONS*

08/16 Capital Group Properties, 122 Turnpike Road (37-1) – Appeal from Article VI, Section 174-25, Paragraph A(1), Appeals – Appeal of Building Inspector's letter of July 14, 2000 requiring a variance for a septic system in a Residence A District. *DENIED*

08/16 Capital Group Properties, 124 Turnpike Road (37-1) – Appeal from Article VI, Section 174-25, Paragraph A(1), Appeals – Appeal of Building Inspector's letter of July 14, 2000 requiring a variance for a septic system in a Residence A District. *DENIED*

08/16 Capital Group Properties, 122 Turnpike Road (37-1) – Variance from Article VI, Section 174-25, paragraph A(3), Variances and Article III, Section 174-8.2, Paragraph C, Use Regulations – Construct the septic system for the commercial building in a Residence A District. *GRANTED*

08/16 Capital Group Properties, 124 Turnpike Road (37-1) – Variance from Article VI, Section 174-25, paragraph A(3), Variances and Article III, Section 174-8.2, Paragraph C, Use Regulations – Construct the septic system for the commercial building in a Residence A District. *GRANTED*

09/27 John J. Sullivan, 26 Mt. Vickery Road (20-23) – Special Permit from Article III, Section 174-9, Paragraph H, Multifamily Housing for the Elderly – Construct multifamily housing for the elderly in a Residence A District. *GRANTED WITH CONDITIONS*

10/11 Peng-Chih Li & Yuen-Feng Cho, 33 Edgewood Road (16-1) - Special Permit from Article III, Section 174-8.2, Paragraph B(12), Use Regulations and Variance from Article III, Section 174-8.3 Paragraph D(4), Use Regulations – Construct a freestanding 3-car garage with artist loft. *GRANTED WITH CONDITIONS*

10/11 Robert & Pat Ainsworth and Chuck & Alisa Lipman, 39 Pine Hill Road (79-13) - Appeal of Building Inspector's decision from Article VI, Section 174-25, Paragraph A(1), Appeals and Article III, Section 174-8.2, Paragraph B(12), Use Regulations - Building of an additional 2 car garage. *THE DECISION OF THE BUILDING INSPECTOR WAS UPHELD*

Zoning Board of Appeals Hearings (continued)

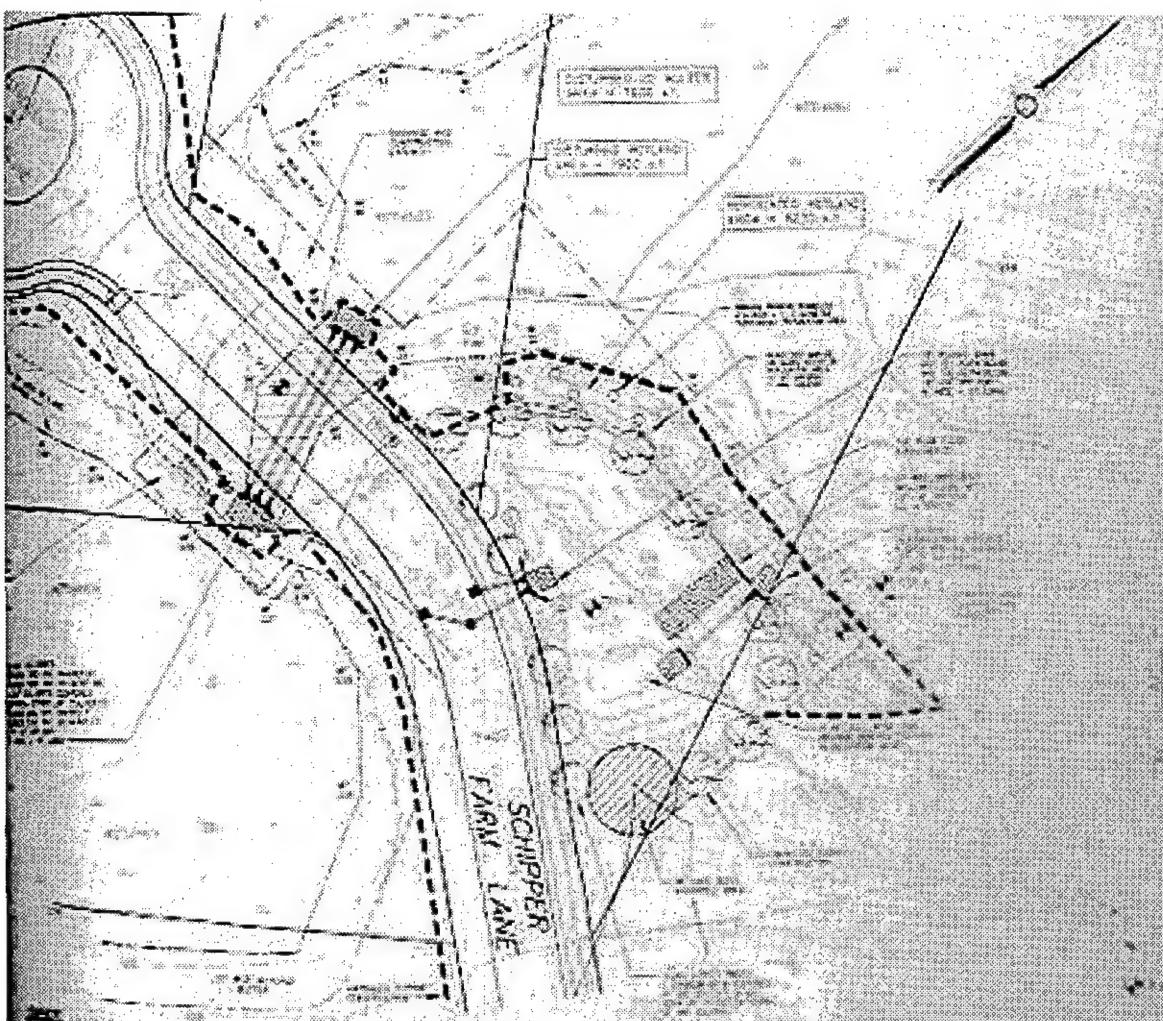
11/29 Bryan Williams & Molly Fannon Williams, 9 Cherry Street (38-57) - Special Permit from Article III, Section 174-8.3-D(3)(c), Use Regulations (Residence B District) – Rebuild within current zoning side yard setback. *GRANTED*

11/29 New Boston Turnpike Limited Partnership, 225 Turnpike Road (27-10) - Special Permit from Article III, Section 174-11, Paragraph D, Signs - Sign to exceed the required height in a Business Highway District. *GRANTED WITH CONDITIONS*

11/29 Michael & Sandra Maley, 80 Newton Street (75-81) - Variance from Article III, Section 174-8.3, Paragraph D(3)(c) – Second floor overhang does not meet side setback requirements. *GRANTED*

11/29 Timothy & Diane Higgins, 28 Turnpike Road (39-33) - Special Permit from Article III, Use Regulations, Section 174-19, Extensions and Variance from Article III, Use Regulations, Section 174-8.5-E-3-C District Conformity – Expand and rebuild within current zoning side yard setback. *GRANTED*

11/29 Mary E. Finn School, 60 Richards Road (7-21) - Variance from Article III, Section 174-8.3, Paragraph D(3)(a), Use Regulations (Residence B District) - Rebuild within current zoning front setback. *GRANTED WITH CONDITION*



PROTECTION OF PERSONS AND PROPERTY



Animal Control & Animal Inspector

Total Dogs Licensed: 816

Total Kennel Licenses: 5

TOTAL ANIMAL CALLS

- 395 Dogs – Complaints/Missing/Found/Injured
- 121 Cats – Missing/Found/Injured
- 201 Wildlife/Miscellaneous Animals –Birds/Snakes/Mink/Coyote/Bats/
Fox/Squirrel/Owl/Woodchucks/Deer/Horses/Turtles/Parrot/
Parakeet/Possom/Pigeons
- 90 Miscellaneous – License/Leash Law/Unknown Animal/Smell/
Hang Outs/Town Offices/Rabies/State Offices
- 108 Dead Animals – Other Than dogs
- 8 Dead Dogs
- 12 Dead Deer
- 2 Cat Bites
- 6 Dog Bites

TOTAL DOGS PICKED UP

- 17 Dogs Picked
- 1 Cat Euthenized

* The year 2000 brought the “Western Nile Virus” in crows. Numerous calls were made to both Animal Control and the Board of Health about the concerns over the virus. The State Of Massachusetts also set up a hot line to help answer questions.

Board of Health

The Board of Health conducted 23 Regular Meetings and 6 Special Meetings. The Board's regular meetings are usually held on the 2nd and 4th Tuesday of each month at 1:00 p.m.

During 2000, the Board and its staff spent the vast majority of its time and effort regulating private and a few public on-site subsurface sewage disposal systems. These systems are administered and enforced through the State Title 5 Code. The public is reminded to call the Board of Health office if they have any questions regarding the operation, maintenance and care of their septic system. Subsurface sewage disposal systems built under the "new" Title 5 code should last a very long time IF they are properly maintained. Septic tanks should be pumped every two to five years. Broken components should be fixed immediately. Everyone is reminded that **garbage disposal grinders are banned throughout the Town of Southborough**. If new residents buy a pre-lived-in home and find a garbage disposal unit under the sink, they should have it removed. Continued use of a garbage disposer is the surest way to prematurely cause failure of a septic system.

The board adopted two new regulations regarding septic systems. Septic Tanks must now have two separate compartments instead of the usual single compartment tank. Also, a plastic exit filter must be installed for any upgrade or new septic system. Both of these requirements will help extend the life of septic systems by preventing "solids carry-over" getting into the soil absorption leaching area. Homeowners are encouraged to have the outlet filter cleaned every two to three years or at least every time the septic tank is pumped.

Septic System Inspections: These are inspections conducted by private licensed state inspector's for all properties that are being transferred, buildings changing their use or functions, homeowners seeking loans to replace failing septic systems and a few other cases.

	1997	1998	1999	2000
TOTAL TITLE 5 CODE INSPECTIONS	107	138	101	99
NUMBER OF "FAILED" SEPTIC SYSTEMS	19 (18%)	5 (4%)	8 (8%)	12 (12%)
NUMBER OF "CONDITIONAL" PASS	10	16	7	9
NUMBER OF INSPECTIONS WHICH PASSED	78	117	86	77
NUMBER OF SYSTEMS REQ. FURTHER EVALUATION BY BOARD OF HEALTH AGENT	0	2	0	1

Blood Drive: Thanks to the tremendous effort of Board Member Suzanne H. Traini, another very successful blood drive was conducted on Friday February 25, 2000 at the Southborough Central Fire Station. 66 people donated blood.

Household Hazardous Waste Collection: The Board of Health had another very successful Household Hazardous Waste Collection day on Saturday, October 28, 2000, at the D.P.W. Garage and Transfer Station. Onyx Environmental Services from Marlborough handled the waste collection and proper disposal. The Board makes every effort to insure that the hours

Board of Health (continued)

of operation and the materials, which we are allowed to collect, are well publicized. However, many people continue to bring items which we cannot take, and a few show up with a trunk load of stuff after we have closed the operation down. These individuals must return home with the same material they came to get rid of. We would like to remind people to read the bulletin, come on time and call our office at 481-3013 if you have questions.

Flu Clinic: The Board of Health, with the assistance of the Interim Health Care, vaccinated 296 mostly elderly adults for protection against influenza and administered 45 pneumococous shots against Pneumonia. The two clinics were late this year due to a manufacturing problem producing the influenza vaccine.

Tobacco Control Program: The Route 9 East Tobacco Control program is entering its sixth year of service for the Town of Southborough. Funded through the Massachusetts Department of Public Health, the program has been providing tobacco related service for the Town of Southborough and it's collaborative (Shrewsbury, Ashland, Grafton, Northborough, and Westborough). The Route 9 East Tobacco Control Program will continue to serve the Town of Southborough through fiscal year 2004.

Staffing changes, which took place this year are as follows: Mark LaVertue resigned as Director and Denise Phaneuf was chosen to succeed him as the Program's new Director. Craig Bleuer was hired in April of 2000, as a full time enforcement agent. The following is a partial list of events and statistics for fiscal year 2000:

- Denise Phaneuf has continued to actively provide smoking cessation services to Southborough residents and also to individuals employed in the Town, as well.
- The number of active tobacco merchants in Town is 13, two of which sell from vending machines with lock out devices.
- Denise Phaneuf participated in the school Sign Project by providing high quality metal "NO SMOKING" signs to the schools that will be used in all recreational fields of the Southborough middle and high schools.
- Denise Phaneuf collaborated with the Southborough DARE Program and school nurse at the Mary Finn School, to provide quality classroom educational programs to students. These prevention programs coincided with the Great American Smoke out in November. Feedback was extremely positive.
- The Route 9 East T.C.P. provided expanded and on-going enforcement of the Youth Access Smoking Regulations throughout the year.

The Route 9 East Tobacco Control Program received honorary marks on the FY2000 Massachusetts Tobacco Control Public Health Program evaluation and was recognized by the Massachusetts Department of Health as being a model tobacco control program. We will continue to expand on education, prevention, enforcement, and policy development and to provide the Town of Southborough with exemplary services.

Beaver Problem: For several years or ever since a Massachusetts Referendum passed outlawing leg hold trapping of wild animals, many towns and cities have begun noticing an increase in the beaver population and in several instances an increase in water levels and consequently septic system inundation and system failures. Southborough, for whatever reason,

Board of Health (continued)

was spared this problem. Not any more. In 2000, a homeowner living on Eastbrook Farm Road notified the Board of Health of a rise in water levels in the neighborhood. The Public Health Director investigated and determined that a real threat to public health due to a possible potential septic system problem existed. The Board formally issued a permit to the homeowner to retain the services of a qualified person to eradicate the beavers and eliminate the potential public health problem.

Homeowners are encouraged to alert the Board of Health office if they feel a beaver dam is being built in their neighborhood. We will conduct a field investigation to determine the potential threat to public health and safety.

West Nile Virus Disease: This disease is spread through a few species of mosquitoes. Dead crows and other birds are a sign that the disease is here in Massachusetts. This past year, laboratory tests conducted on selected species of birds in the Southborough area confirmed the presence of the West Nile Virus.

Fortunately, not a single confirmed case of the disease has been detected in any human in Massachusetts. Also, the Town of Southborough is a member of Central Massachusetts Mosquito Control District and this district has an active mosquito control-spraying program.

The Board of Health feels an imminent public health problem does not exist yet in the human population but the virus problem bears close watching and due diligence on the part of our Mosquito Control District.

ACTIVITY 2000

1. Licenses Issued

Day Camp -----	1
Food Establishments -----	51
Funeral Directors -----	1
Septic Hauler's -----	14
Septic Installer's -----	41
Septic Installer's 2000+ GPD -----	8
Massage Establishment's -----	5
Massage Practitioner's -----	6
Massage Polarity -----	1
Semi Public Pool's -----	2
TOTAL LICENSES ISSUED	130

2. Permits Issued

On-Site Sewerage Treatment & Disposal Systems:

* Residential:

New Sewerage System Plans -----	59
Updated Sewerage System Plans -----	4
Revision to Approved Plans -----	24
Condominium Complex -----	1
Complete Replacement Sewerage System Plans -----	41

Board of Health (continued)

Total Residential Plans -----	129
Variances -----	1
Local Upgrade Waiver	6

*** Non-Residential:**

New Sewerage System Plans -----	5
Expansion to Existing System -----	0
Non-Hazardous Holding Tank	0
Complete replacements Sewerage System Plans -----	0
Updated Sewerage System Plans	0
Revisions	1
Total Non-Residential Plans -----	6
Variances -----	0

*** Other permits:**

Horse Stable Permits -----	3
Well Water Permits -----	16
Total Other Permits -----	19

3. Soil Testing Witnessed by Agent

* Deep-Hole Tests -----	379
* Percolation Tests -----	384
Total Soil Tests Witnessed by Agent -----	763

4. Board of Health Monitor Wells

Readings to determine Ground Water Fluctuations ----- **86**

5. Total Septic System Installation Inspections by Agent

379

6. Total Housing Complaints Received

2

7. Total Housing Inspections ----- **1**

8. Food Establishment Inspections -----

102

9. Proposed Residential Alterations Requiring Review -----

30

These include building alterations, decks, pools, garages,
and other structures which could interfere with the existing
Septic system.

Amount of money received by Board of Health in fees

Licenses and permits. ----- **\$67,959.50**

The amount collected in fees, licenses and permits represents the
following percent for the Total Amount Budgeted that Year ----- 64%

Board of Health (continued)

Interim Health Care, Inc. The Board retained the services of Interim Health Care. This Nursing Service assisted the Board in administering the influenza and pneumococous vaccines at the Annual Flu Clinic, and handled all epidemiologic follow-up reports of infectious disease patients in town to the State Department of Public Health

Septic System Informational Meeting: The Board of Health held a "Septic System Informational Meeting" for the general public on the evening of September 14, 2000. Over 50 interested residents attended the meeting. Northbridge Environmental Management Co. led the discussion by presenting basic information about what a septic system is, how it functions, and how to maintain it. During the question and answer period, the audience asked many interesting questions. This was the second such meeting in as many years and the Board plans to continue with this information and meeting format.

Septic System Betterment Loan Program: The Betterment Loan program conducted by the town through the board of Health office was audited by State Auditors. The audit was successful.

The Board of Health is well into the second round of loans to homeowners to replace their failing septic systems. During the year 2000, 19 loans have been approved; 13 systems are complete, and 6 loan systems are pending installations.

Total money appropriated at the Town Meeting and approved by State Revolving Loan Program (both 1 st and 2 nd round) -----	\$700,000.00
Total Completed Septic Systems -----	\$448,739.00
Pending Septic System Loans -----	\$121,225.00
Remaining Loan Money available for Septic System Replacements: -----	\$130,036.00

With an average of \$19,510.00 per system installation, the board anticipates complete liquidation of available loan money by the end of the current fiscal year on June 30, 2001. Therefore, the Board will most likely be requesting another \$500,000 in loan money be appropriated at the Annual Town Meeting. The Board feels this has been a very successful program and many failing septic systems have been completely replaced with new fully compliant systems.

New State Food Code: The state Department of Public Health revised the Food Code. The new food code went into effect on October 1, 2000. The Town Board of Health is charged with enforcing this code, which now requires twice the number of inspections than the previous code. All Food Establishments have one year to come into full compliance with the new code. Every Food Establishment must have at least one full-time "Certified Food Manager" on duty. If this person is not available, than a "Person-In-Charge" must be designated. Their responsibilities and obligations are too numerous to mention here.

The Board of Health staff conducted a brief Information Session at the Town House on September 21st to inform every Food Establishment of the new code's major highlights. Literature and new forms were passed out.

Fire Department

I would like to dedicate this year's Fire Department report to two Fire Chiefs, both very dedicated to the Town of Southborough and to their families. Combined they gave nearly a century of service to the Fire Department: Frank R. Aspinwall, and Peter F. Phaneuf. Chief Aspinwall retired in 1991 after 40 years on the Department. Frank passed away unexpectedly this past summer after a short illness. He will be missed by all. Chief Phaneuf retired on April 30th after serving the town faithfully for 46 years. Peter is credited with upgrading the department's ambulance service to the Intermediate level as well as being an innovative leader. On behalf of all of the members of the Department, I wish Peter all the best in his retirement. It was a pleasure working for both Chiefs. I learned a great deal from both, as did everyone that served under them.

As we enter the new millennium, the Fire Department's role is ever changing. At the beginning of the last century, the Southborough Fire Department, just four years old, only responded to fire calls. Very little training was required and, in many cases, property just burned to the ground. The equipment and apparatus was primitive by today's standards, breathing apparatus was non-existent. Today, the Fire Department's roles and responsibilities are ever changing; we not only respond to, and extinguish fires with high tech equipment, knowledge, training, but we prevent fires by reviewing building plans and conducting inspections to ensure fire code compliance as well as educate the public about the dangers of fire. The Fire Department responds to medical emergencies with the ability to defibrillate a heart that is not beating properly, administer IV fluids and intubate a patient that needs assistance breathing. We respond to alarm calls, smoke and odor investigations, electrical hazards, motor vehicle accidents, gas leaks, hazardous materials leaks and spills, brush and grass fires, water rescues, confined space rescues, broken water pipes in homes, MetroWest water tunnel incidents, animal rescues, assist people that have fallen or are locked out of their home, as well as a variety of other calls. When something happens and people do not know who to call, they generally call the Fire Department for help.

ACTIVITY

Last year, the Fire Department responded to 1,168 emergency calls: 577 fire and other calls and 591 medical emergency calls. This is an increase of 2.5% over 1999. Emergency Medical calls represent 50.5% of all calls. Simultaneous calls for emergencies continue to tax the Department's response capabilities. When two or more calls occur at once, the capabilities of the on-duty staff to handle both emergencies is significantly reduced. Off-duty and on call members, 44% of whom live out of town, are often not available to respond on a timely basis. Staffing issues were identified in the Public Safety Study conducted by Public Safety Consultants of Boulder CO, a nationally recognized consulting firm. One of their many recommendations is to increase full-time staffing.

The Department's 1977 Military surplus Dodge pick-up truck was taken out of service. This vehicle was used to fight brush and grass fires off road in the warm seasons, and to access driveways that haven't been plowed in the winter. The head gasket in the truck's motor is blown. The vehicle has other major defects including steering box and electrical problems. \$20,000 was appropriated at the Special Town Meeting in September to purchase a used truck to replace it. Several automobile dealers, state and federal sources are looking for a used pick-up truck in good condition that can handle the weight required for the brush fire skid unit. As of this time a used

Fire Department (continued)

truck has not been located. A used 1990 military 2½ ton multi-purpose truck has been acquired to temporarily fill our need for an off-road truck.

The Department took delivery of a Bullard Thermal Imaging Unit. The purchase was approved at the April Special Town Meeting. The Thermal Imager uses modern technology to identify temperature differences allowing firefighters to "see" through smoke in the search of missing or trapped victims or pets in fires, search for hidden fires in walls and other voids, check for overheated wiring and search for missing people. The Thermal Imager uses a transmitter to send the signal outside to a television monitor to allow the incident commander to watch the progress of the inside crews. The Thermal Imager has already been used several times.

Specifications were drawn for a new pumper truck that was approved by a 1999 Annual Town Meeting appropriation. The bid was awarded to Central States Fire Apparatus. The new truck should arrive in Southborough in the beginning of 2001.

Once again, the Department worked with the Framingham Chapter of the Salvation Army to collect toys for families in need during the holiday season. The residents of Southborough continue to be very generous in their contributions to the needy.

PERSONNEL

Total department membership has increased by one over 2000 to 32 members. Fourteen (44%) of the members reside outside of Southborough. The breakdown is as follows:

- 1 Full-time Fire Chief
- 1 Administrative Secretary/Dispatcher (32 hours/week)
- 12 Full-time Firefighter/EMT's
- 8 Call Firefighter/EMT's
- 6 Call Firefighters
- 4 Call EMT's

The Department's personnel have changed as follows:

- FF/EMT Michael Manzelli resigned from his full-time position on April 1st. He remains on the department as a Call Firefighter/EMT
- Chief Peter Phaneuf retired April 30th.
- Captain John D. Mauro, Jr. was promoted to Chief on May 1st.
- Call Firefighter/EMT's Robert Kane and Neal Aspesi were promoted to full-time status to fill vacancies.
- FF/EMT Victor Robidoux was the first of four hired to add staffing that was approved at the Annual Town Meeting. FF Robidoux came to Southborough with 11 years of full-time firefighting and emergency medical service experience.
- Lt. Joseph Mauro and FF Joseph Hubley were promoted to Captain. Captain Mauro was assigned as the Fire Prevention/Public Education Officer.
- FF Robidoux was promoted to Lieutenant
- Kenneth Hayes joined the Department as a Call Firefighter.

Fire Department (continued)

FIRE PREVENTION

(Captain Joseph C. Mauro, Fire Prevention Officer)

The office of Fire Prevention saw a change over the past year. Captain John Mauro, who was the former Fire Prevention Officer, was promoted to the Chief of the Fire Department in April. This resulted in the transition of a new Fire Prevention Officer beginning July 1, 2000. I have had the privilege to follow in Chief Mauro's footsteps and continue with the success of the Fire Prevention duties that were started by him. The first few months have been a learning experience while attempting to maintain the continuity of the Fire Prevention position. I look forward to the challenge and experience.

A total of 438 inspections were conducted in 2000. This represents a decrease of approximately 33 % over the previous year. The following is a breakdown of inspections:

1999	2000	
165	136	26F Smoke detector (home resale) inspections
173	79	26BSmoke detector (new home) inspections
96	64	Oil burner inspections
86	26	Propane inspections
7	2	House number re-inspections
20	18	School inspections and fire drills
31	42	Annual town license renewal inspections
66	53	Commercial building inspections
6	10	Tank Truck inspections 527CMR 8.00
2	2	Pre-blast survey/blast observations
1	0	Underground Tank removal observation
	6	Misc. safety inspections (insurance, etc.)

The following programs were presented to the public:

80	60	School Fire Prevention programs
9	5	Misc. Fire and Safety Programs
15	3	Fire Station tours for groups

The number of plans reviewed were as follows:

201	112	Residential Smoke Detector plans (new Construction & renovation)
80	77	Commercial plans (new construction, fire alarm, sprinkler, site plans, etc.)

FIRE PREVENTION PROGRAMS PRESENTED

The National Fire Protection Association's *Learn Not to Burn* curriculum was once again presented to the kindergarten and first grade classes at the Finn School. This program was presented in 4 separate modules throughout the school year. The students were presented with information such as match and lighter safety, stop-drop-roll, and crawling in smoke.

Fire Department (continued)

A trailer was constructed to demonstrate the effects of smoke during a house fire. It is set up with a large viewing window and is set up like a bedroom. Several demonstrations were conducted for the students at Finn school in June.

The smoke trailer was used during Heritage Day to show the citizens the effect of smoke during a fire as well as demonstrating the new thermal imaging camera purchased by the department.

Conducted fire safety presentations at the Chinese Gospel Church and the Friends of the Southborough Library.

PLAN REVIEWS, INSPECTIONS and FIRE INVESTIGATIONS

While not all fires can be prevented, it is the responsibility of the Fire Department to ensure that the incidences of fires, fire deaths, and injuries be reduced through proper prevention and education. The department can be proud that there has not been a death as a result of fire in over 15 years. This is accomplished through the review of residential and commercial plans to ensure proper safety codes are followed. There were a total of 189 residential and commercial plans reviewed during the year.

Fire Prevention is also responsible for the investigation of fire as well as inspections of suspected violations found while responding to emergency incidents. There were a total of 8 follow-up inspections conducted for potential fire code violations.

As of July 1, 2000 a fire investigation unit has been established to investigate all fires in structures, fires of suspicious origin, or fires that result in the death or injury to firefighters and civilians. There are three members, other than myself, who are responsible for determining the cause and origin of fires. These members are Firefighter Neal Aspesi, Firefighter James Peltier, and Lieutenant James Colleary. The unit has investigated 5 fires since July 1, 2000.

TRAINING REPORT

(Capt. David J. Dockstader, Training Officer)

The Southborough Fire Department conducted two major drills in the year 2000. The first drill was held at the MetroWest Tunnel in conjunction with the MWT Mine Rescue Team. Tours were conducted to show the tunnels' progress. An awareness program was conducted for Confined Space Rescue. The Tunnelers were recertified in CPR.

The Southborough Fire Department, with assistance from Ashland Fire Dept., Hopkinton Fire Dept. and Northborough Fire Dept., conducted live fire training in a donated house at 18 Oak Hill Road on August 20th and 27th. This was a rare opportunity to train new members using the experience of veteran firefighters to fight real fires. There is nothing that can substitute for this exercise. It also gave SFD the first opportunity to use the department's new thermal imager under live fire conditions.

In addition to the live burn, the fire department conducted in service training on the thermal imager as well as training in flashover safety, nature of fire and ropes and knots.

Fire Department (continued)

Training in ventilation, breaching walls, and emergency SCBA drills were conducted in a donated house on Red Gate Lane. The fire department truly appreciates the donation of training sites. Firefighters become much more proficient doing activities rather than watching them.

The Fire Department conducted many CPR and first aid classes to residents, Cub Scouts, and businesses. FF Alessi, EMT Cindy Bechtel, Capt. Dockstader, FF Franks, FF Mabardy, FF Mahoney, Lt. Moran, and Chief Mauro conducted the classes.

A committee has been updating the Department's Standard Operating Procedures. They have been holding regular meetings and will be submitting a report to the Chief in 2001. FF Franks, FF Peltier, FF Mahoney, Capt. Mauro and Capt. Dockstader have worked on this.

Southborough has joined forces with Ashland, Hopkinton, Sherborn, Holliston, and Milford to develop regional special operation teams for Water & Rapid Water Rescue, High Angle Rescue, Confined Space Rescue, and Wilderness SAR (search and rescue). Eighteen Southborough members had started organizing when they were invited to share in the regional training effort.

Lt. John Kendall attended classes in Ariel Ladder Orientation and Thermal Imager Technology. FF Francis Mahoney completed the Fire Officer I course. Capt. Joseph Mauro was certified as Fire Officer I & Fire Inspector I. FF James Peltier attended Fire Fighter Rescue & Survival School, Scott Air-Pack Field Level Maintenance training and a Basic Fire Investigator Class. Lt. Victor Robidoux went to the Worcester FF Memorial Safety and Training Seminar. Capt. David Dockstader, who also attended the Worcester event, attended Thermal Imager Technology class, the Emergency Management 2000 Conference, and Course Development. Capt. Dockstader was certified as a Fire Officer I. FF Marc Vaillette went to HAZ-MAT Technician Refresher Training. FF Jeremy Fiorvanti attended 911 Telecommunicator class. FF Matthew Boland and FF Jason Roach qualified as apparatus drivers. FF Roach also qualified to work Call Night Shifts and Day Shifts.

EMERGENCY MEDICAL SERVICES

(Lieutenant John L. Kendall)

Training was conducted for all EMT's in order to maintain certifications. Training included mandatory CPR and defibrillator recertifications. A 16 hour Vehicle Extrication course was conducted by in house staff as well as by Tom Hannigan, regional sales representative for Hurst Emergency Products. Other continuing education programs were held throughout the year. A mandatory refresher course was conducted in the fall, followed by several programs taught by South County EMS. South County was hired to provide students with quality training using fresh, outside personnel.

The following were certified by the Massachusetts Department of Public Health, Office of Emergency Medical Services at the EMT Intermediate level: Cynthia Bechtel, Kenneth Franks, Joseph Hubley, John Kendall, Nancy Mabardy, Peter J. Phaneuf, James Peltier and Jason Roach. Robert Kane is awaiting state testing. Neal Aspesi is currently in the program at Quinsigamond Community College. The department hired Victor Robidoux in July of 2000. Victor came to the department as an EMT Intermediate with years of experience, and was a much needed addition to our staff.

Fire Department (continued)

Article 23 of the 1996 Annual Town Meeting was finally realized on April 5, 2000. The Southborough Fire Department Emergency Medical Services received an Advanced Life Support license from the Department of Public Health. This allows the Intermediate EMT's to initiate intravenous solutions, draw bloods for the receiving hospitals, and to perform endotracheal intubation, the insertion of a breathing tube to the lungs. While this training allows EMT's to handle certain conditions immediately, we still rely heavily on Paramedic Service from an outside source. The Public Safety Study strongly recommends upgrading to the Paramedic level as soon as possible. This is being investigated vigorously.

Finally, the number of medical calls, while half of the total call volume for the department, has increased by 19% this year. With more homes and businesses being constructed, and increased traffic, this has placed an increased workload not only on the department staff, but equipment as well. The ambulances are wearing faster than anticipated, and will be requiring replacement earlier than illustrated in equipment replacement programs.

CONCLUSION

I would like to take this opportunity to thank all members of the Southborough Fire Department and their families for their support and dedication to the town. The members of the department donate considerable time and talent, often for no pay, to ensure the safety of the residents of the Town of Southborough. I would also like to thank the Board of Selectmen, Police Chief William Colleary, DPW Superintendent John Boland, as well as all other Town Boards and employees for their continued support and assistance throughout the year.



Police Department

The year 1999 ended and the new Century 2000, started with mixed emotions and predictions that the world business would come to a halt. There was serious concern that all computers and essential services would cease to be operational. This Department assigned extra patrol officers in case something went wrong, and one police employee coordinated the entire Y2K town-wide program to make sure we would be okay. There was so much hype and concern, but as we all know, computers systems didn't crash, traffic lights worked, and the banks were able to open without a problem.

In January, our newest officer, Martin Laughlin, was appointed to fulltime status. Marty has been a reserve and part-time dispatcher for several years. We welcome him and wish him a successful career. Also, four part-time dispatchers were trained and hired during the springtime.

We had a successful year again with our DARE instruction to the 5th grade students at both Margaret Neary School and The Fay School. In 2001, another officer will be trained as a core curriculum instructor. Officers also participated in other programs that were presented to and at the public schools during the year including Officer Phil safety, national reading day, safety talk to martial arts classes; and internet safety for parents. One officer also was an active member of the Student Safety Network based at Algonquin Regional High School.

A very active and highly successful program that was held during the year was the installation and inspection of child car safety seats. Over 100 seats were installed and many others were checked and adjusted. The safety of children is a priority of our department.

Other community policing programs that were held during the year included extra traffic enforcement, late night safety patrols, motorcycle unit, explorer post, bicycle patrols, tours of the station, and our second junior police academy. It is our intention to repeat all these programs in 2001. We have received additional grant awards from the Federal Dept. Of Justice and State Executive Office of public Safety, to help pay for the cost associated with most of these programs.

In pursuit of new top quality services that we could offer the general public, all officers were trained in the use of Automatic External Defibrillators. An unexpected donation was received from an anonymous town resident who provided the funds to the American Heart Association to obtain four Defibrillators. Upon completion of the mandatory training, three units were placed in our patrol cars, and one unit is maintained at the police station. These units will save lives, and we are eternally grateful to this wonderful resident.

We experienced an increase in larcenies this year. With the expansion of new technology based businesses in Town and the growth of others, this is not a surprise. Several laptops were stolen, at various locations, and officers have worked diligently in addressing the security issues in regards to protecting laptops and their contents.

Also, as the Town swelled in population, both residentially and commercially, the traffic safety problems increased. Additionally, demands on police services have risen dramatically. The support of the townspeople has been outstanding. We thank them and look forward to providing the best service possible in 2001.

Police Department (continued)

We also would like to thank the Board of Selectmen and the various Town Departments for their cooperation and assistance during this past year. Southborough is truly a wonderful community!

ANNUAL REPORT - 2000

ANIMAL COMPLAINTS	195
ARRESTS	65
ASSAULTS	10
ASSIST CITIZENS/MOTORISTS	1383
ASSIST OTHER AGENCIES	975
BUILDING CHECKS	4031
BURGLAR ALARMS	1175
BURGLARY/B&E ATTEMPTS	15
BUSINESS/OTHER ESCORTS	39
CIVIL COMPLAINTS	4
DISTURBANCES/ANNOYING	103
PHONE CALLS	
DRUG LAW VIOLATIONS	6
GENERAL SERVICES	495
LARCENY	73
LIQUOR LAW VIOLATIONS	2
MISSING PERSONS REPORTED	15
MOTOR VEHICLE ACCIDENTS	433
MOTOR VEHICLE THEFTS	2
MOTOR VEHICLE VIOLATIONS	4209
PROTECTIVE CUSTODY	19
ROBBERY	1
SEX CRIMES	1
STOLEN VEHICLES RECOVERED	1
SUMMONS DELIVERED	101
SUSPICIOUS ACTIVITY	368
VANDALISM	63

Protecting Our Community...Together



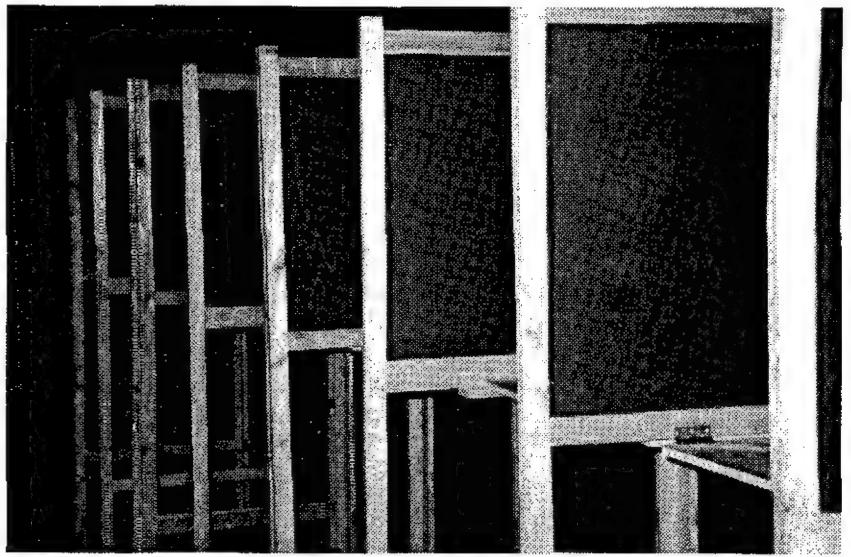
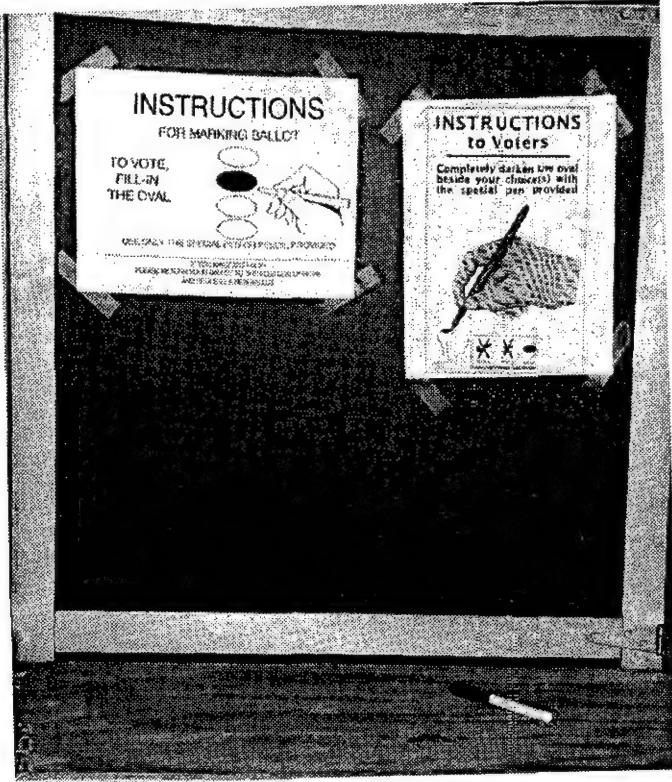
Sealer of Weights & Measures

The following types of measuring devices used in the sale and services of consumer goods were tested and sealed, indicating that the devices are within the allowed tolerances of Federal and State Division of Standards.

WORK COMPLETED IN 2000

Scales	10 Scales and Balances	Sealed
Weights	15 Apothecary	Sealed
Automatic Liquid Measuring Devices	70 Fuel Pumps	Sealed
Fees turned over to the Town Treasurer		\$1,045

TOWN CLERK





Precinct I
Election Officers 2000/2001
(appointed)

Warden: Gail B. Rowe
Deputy Warden: Linda A. Kiley
Clerk: Janet M. E. Mattioli
Deputy Clerk: Mary A. McCann

Inspectors

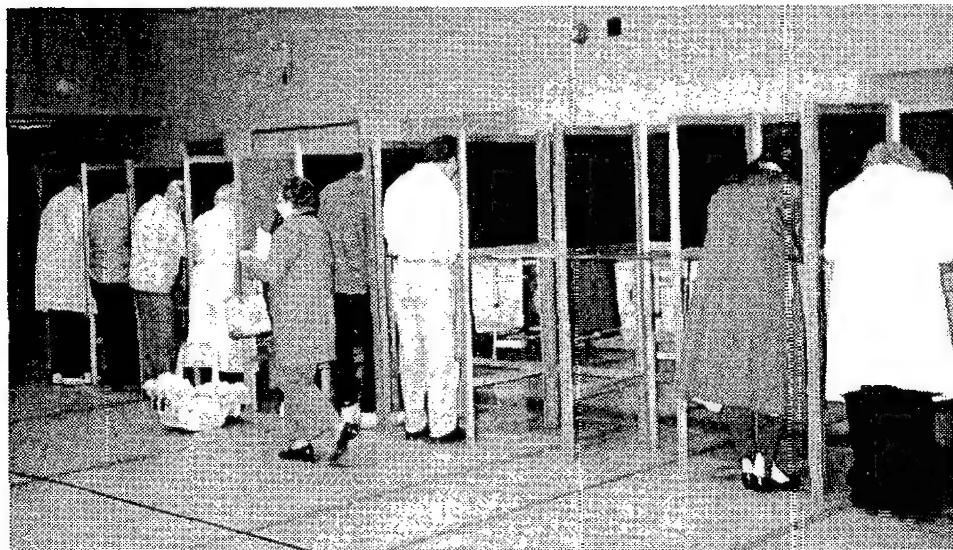
Alphonsina A. Torcoletti
Vernelle L. Cibelli
Theresa M. Prosperi
Jill L. Brennan
Carolyn A. Ostresh
Arthur R. Miner
Eleanor E. MacLauchlan

Fred J. Quinn
Lena A. Carloni
Lorraine C. Gasparoni
Caroline Pessini
Irene Burkis Tibert
Alma Sahagian
Sahag Sahagian

Tellers

Jacqueline G. Aspesi
Marilyn M. Aspesi
Kathleen B. Bartolini
Katherine I. Best
Carol A. Carlson
Sheila M. F. Clark
Marianne J. Geary
Alice D. Gulbankian
Anne M. Huff
Marie A. Kensinger

Kathleen Lane
Ann McDonald
Nicholas Petersante
Rosemary Petersante
June B. Phillip
Elizabeth A. Vail
Karen A. White
Sharon A. Zaniboni
Barbara A. Murphy



Precinct II
Election Officers 2000/2001
(appointed)

Warden: Maxine Juliano
Deputy Warden: Patricia Richardson
Clerk: Gloria M. Aspesi
Deputy Clerk: Sheila C. Wilson

Inspectors

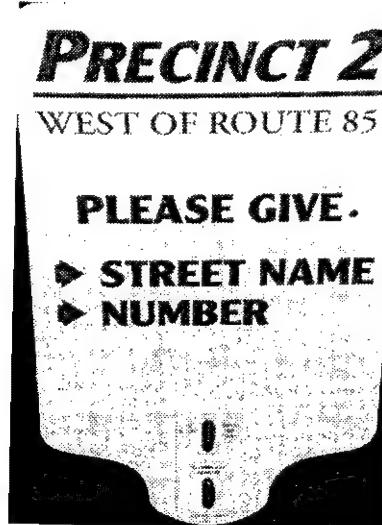
Jean Scott Conti
Donna L. McDaniel
Catherine D. Alsterlund
Carmen M. Colyer
Janice L. Sturgeon
Bonnie J. Phaneuf

James B. Denman
Lois W. Denman
Nancy F. Gill
Josephine D. Laptewicz
Joan A. Barry

Tellers

Janet S. Denapoli
Maureen T. Ferris
Alice Brenda Gaffney
Kathryn M. Henderson
Linda C. Hubley
Arlene M. Johnson
Robert P. Juliano
Rae T. Kay
Maryann T. Lamy
Sally A. McHugh
Thomas M. McHugh
Mary E. Matthews

Cyd C. Ostrovsky
Mary T. Peterson
Mary Purcell
Susan M. Ricci
Ann Sarkis
Paul L. Sullivan
Martha L. Ternpleman
Carole A. Walsh
Dorothy R. Walsh
Elaine A. Yetman
Lorraine M. Caruso
Robert W. Spayne



Special Town Meeting

Saturday, April 1, 2000

At the Special Town Meeting duly called and held in the EMC Building No. 4, Coslin Drive, Southborough, MA on Saturday, April 1, 2000 at 9:00 AM the following ARTICLES were voted on in a legal manner. There was a quorum present (150 Voters = quorum, 1597 Voters were present).

Checkers:	Gail B. Rowe	Lidia A. Kiley
	Carolyn A. Ostrech	Vernelle L. Cibelli
	Lena A. Carloni	Eleanor E. MacLauchlan
	Janet M.E. Mattioli	Maxine Juliano
	Jennifer Juliano	Bonnie J. Phaneuf
	James Denman	Lois Denman
	Josephine Laptewich	Sheila Wilson
	Judith Cononico	

The Meeting was called to order at 9:45 AM by the Town Moderator, John H. Wilson.

The following Tellers were appointed by Moderator Wilson and sworn-in by Town Clerk, Paul J. Berry:

Richard F. Connors
Ann M. Huff
Mark Berthonazzi
Charles P. Aspesi
Eric Paul Berthonazzi
Kenneth J. Kimball
Ralph J. Tricomi, Jr.
Barbara A. Murphy
Anthony C. Martins
Elizabeth S. Martins
Wayne Long
Richard D. Loring
Frederick C. Mueller
David L. Flynn
Donald Neal
John McCabe
Francis M. Tracy
Susan E. Walsh
Donna Lee Sergi
Angelo Q. Crispi
Walter Mattson
Alfred C. Hamilton

The Colors were presented by Girl Scout Troops 2788, 2789 and 2790.

Moderator Wilson had requests from the following non-voters to attend the Special Town Meeting:

Robert Melican, Superintendent Southborough School Department
Antonio Fernandes, Assistant Superintendents of Schools
Edward J. Gallagher, III, Algonquin Regional High School
Linda Murdock, Trottier Middle School Principal
Stephen Billhardt, Neary School Principal
Mary Ryan, Finn School Principal
Shirley Lundberg, Northborough-Southborough Reg. School Comm. Member
George Boyd, Northborough-Southborough Reg. School Committee Member
Faith Marcello, Northborough-Southborough Reg. School Committee Member
Anthony Poteete, Northborough-Southborough Reg. School Committee Member
Mark Donohue, Algonquin Building Planning Committee Member
Natalie Shriber, Algonquin Regional High School Student
Emily Agababian, Algonquin Regional High School Student
Amelia Davis, Algonquin Regional High School Student
Steven Form, Algonquin Regional High School Student
Meredith Hasson, Algonquin Regional High School Student
Jen Wilhelmy, Algonquin Regional High School Student
Julian Walter, Algonquin Regional High School Student
Julia Walter, Algonquin Regional High School Student
Julie Plumb, Algonquin Regional High School Student
Maura Greehan, Algonquin Regional High School Student
Abe Medoff, Algonquin Regional High School Student
Toby Mueller, Algonquin Regional High School Student
Arielle Kingsbury, Algonquin Regional High School Student
Legia Pisinski, Algonquin Regional High School Student
Paul Pisinski, Southborough Board of Health Agent
Eleanor Burke, Former Town Clerk
Michael Vulcano, Northborough Recreation Commission
Robert Vogel, Keyes Associates
Elaine Kelly, Northborough Appropriations Committee
Jack Kelly, Northborough Appropriations Committee
Sandy Webb, Algonquin
Shirley Lundberg, Algonquin Building Planning Committee, Chair
Alexander Webb, Northborough Building Planning Committee
Elaine Kelly, Northborough Appropriations Committee
John Kelly, Northborough Appropriations Committee
Michelle Hoeffler, WiWarner Architects
Scott W. Hellman, Boston Globe
Robert B. Vogher, Keyes Associates
Genevieve Robinson, Channel 13 Representative
Helal Homaidan, Channel 13 Representative
Anna Poteete, Channel 13 Representative
Rob Titus, Channel 13 Representative
Becky Long, Channel 13, Representative
Sandra Bowles, Worcester Telegram & Gazette
Mike Custaguero, Worcester Telegram & Gazette
Joan Frank, Northborough

David Crowley, Northborough K-8 Feasibility Committee
Chris Daniels, Northborough, MA
Kelvin Ma, Assabet Valley Regional High School Newspaper

There being no objections from the floor, it was voted to allow the above non-voters to remain.

The boundaries of the room were outlined by the Moderator to include all of the chairs in the floor area.

Moderator Wilson noted the receipt of the return of the posting of the Warrant for the Special Town Meeting by the Constable.

It was voted Unanimously to waive the reading of the Special Town Meeting Warrant.

ARTICLE 1: That the Town hear reports of any Town Committees.

MOTION MADE: To hear reports of any Town Committees, or do or act anything in relation thereto.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

William J. Christensen, Chairman, Board of Selectmen, read his report.

VOTED UNANIMOUSLY: To accept the report of William J. Christensen, Chairman, Board of Selectmen, as read.

Martin F. Healey, Chairman, Advisory Committee, read his report.

VOTED UNANIMOUSLY: To accept the report of Martin F. Healey, Chairman, Advisory Committee.

David H. Davidson, Advisory Committee, read his report.

VOTED UNANIMOUSLY: To accept the report of David H. Davidson, Advisory Committee.

Edward Pisinski, K-8 School Building Committee, read his report.

VOTED UNANIMOUSLY: To accept the report of Edward Pisinski, K-8 School Building Committee.

Timothy Reardon McHugh, Personnel Board, read his report.

VOTED UNANIMOUSLY: To accept the report of Timothy Reardon McHugh, Personnel Board.

MOTION MADE: To suspend rules to set the method of voting by a secret ballot for the final motions on Articles 2-10. 2/3 vote required

AMENDMENT TO MOTION: To vote Articles 7-10 by Secret Ballot only.

AMENDMENT TO MOTION: PASSED BY A MAJORITY VOTE.

MOTION MADE: To suspend rules to set the method of voting by a secret ballot for the final motions on Articles 7-10. 2/3 vote required

MOTION: DEFEATED BY THE FOLLOWING HAND COUNT: YES: 28 NO: 1.

ARTICLE 2: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, or borrow and appropriate, additional funds to complete the Trottier Middle School construction project and the Finn School renovation and addition project, and to hire a construction management expert to determine the responsibility for the overruns; provided that this appropriation and borrowing shall be contingent upon favorable Proposition 2 ½ debt exclusion vote at a town election, or do or act anything in relation thereto.

MOTION MADE: That the Town borrow and appropriate, an additional \$1,725,000 to complete the Trottier Middle School construction project and the Finn School renovation and addition project, and to hire a construction management expert to determine the responsibility for the overruns; provided that this appropriation and borrowing shall be contingent upon favorable Proposition 2 ½ debt exclusion vote at a town election.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 3: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, the sum of \$1,400,000 needed for the immediate construction of additional learning space at the Mary E. Finn School as part of the current ongoing construction project contingent upon being passed by a majority vote at a Town Election, or do or act anything in relation thereto.

MOTION MADE: That the Town borrow and appropriate, the sum of \$1,460,000 needed for the immediate construction of additional learning space at the Mary E. Finn School as part of the current ongoing construction project; provided that this appropriation and borrowing shall be contingent upon favorable Proposition 2 ½ debt exclusion vote at a Town Election.

MOTION: PASSED BY THE FOLLOWING HAND COUNT: YES: 29 NO: 1.

ARTICLE 4: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, a sum of money for the additional costs associated with the continued planning and diagnostic testing needed by the Temporary School Building Planning Committee in order to present proposals to the town, or do or act anything in relation thereto.

MOTION MADE: That the Town transfer from free cash and appropriate, \$56,000 for the additional costs associated with the continued planning and diagnostic testing needed by the Temporary School Building Planning Committee in order to present diverse proposals to the town for its approval at Town Meeting.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 5: To see if the Town will vote to raise and appropriate, transfer from available funds and appropriate, or borrow and appropriate, a sum of money not to exceed \$250,000 for the purpose of constructing and equipping temporary modular classrooms at the Margaret Neary School, contingent upon being passed by a majority vote at a Special Town Election, or do or act anything in relation thereto.

MOTION MADE: Postpone Indefinitely.

MOTION TO POSTPONE INDEFINITELY: VOTED UNANIMOUSLY.

ARTICLE 6: To see if the Town will authorize and instruct the Moderator to appoint and empower a Temporary School Building Planning Committee of seven members, which will include at least one member of the Southborough School Committee, to present proposals to the Town no later than the April 2001 Annual Town Meeting. Such proposals will inform the Town of how to accommodate the enrollment needs of the Southborough Schools, K-8, including costs and benefits associated with renovation, addition and new construction, including site selection and testing, if necessary, or do or act anything in relation thereto.

MOTION MADE: That the Town authorize and instruct the Moderator to appoint and empower a Temporary School Building Planning Committee consisting of at least seven and no more than eight members, which will include at least one member of the Southborough School Committee, to present proposals to the Town no later than the April 2001 Annual Town Meeting. Such proposals will inform the Town of how to accommodate the enrollment needs of the Southborough Schools, K-8, including costs and benefits associated with renovation, addition and new construction, including site selection and testing, if necessary.

MOTION: (as stated above) VOTED UNANIMOUSLY.

MOTION MADE: I move that Article 9 be considered before Article 7.

MOTION: DEFEATED BY A MAJORITY VOTE.

ARTICLE 7: To see if the Town will vote to approve the borrowing of the sum of \$700,000 by the Northborough-Southborough Regional School District as approved by the District School Committee in accordance with the provisions of Mass. General Laws, Chapter 71, Section 16(d) for the purpose of acquiring a parcel of land, containing 148 acres by purchase or eminent domain for Algonquin Regional High School, contingent upon being passed by a majority vote at a Town Election, or to take any other action relative thereto.

MOTION MADE: To vote on this Article within 10 minutes at 2:50 PM. 2/3 vote required

MOTION: (as stated above) VOTED UNANIMOUSLY.

MOTION MADE: That the Town approve the borrowing of the sum of \$700,000 by the Northborough-Southborough Regional School District as approved by the District School Committee in accordance with the provisions of Mass. General Laws, Chapter 71, Section 16(d) for the purpose of acquiring a parcel of land, containing 148 acres by purchase or eminent domain for Algonquin Regional High School, contingent upon being passed by a majority vote at a Town Election.

MOTION: PASSED BY THE FOLLOWING HAND COUNT VOTE: YES: 772 NO: 520.

MOTION MADE: To reconsider Article 7.

MOTION: DEFEATED UNANIMOUSLY.

ARTICLE 8: To see if the Town will vote to authorize borrowing by the Northborough-Southborough Regional School Committee, in accordance with Massachusetts General Laws, Chapter 71, Section 16(d), as amended, or for the Town of Southborough to borrow and appropriate, their share of the sum not to exceed \$2,580,000 for the purpose of architectural design services of a new high school, for use by the Regional School Committee in conjunction with a Building Committee to be appointed under the provisions of the Regional Agreement, to design the necessary project and to prepare the necessary documents to enable said project to be put to bid contingent upon being passed by a majority vote at a Town Election,, or do or act anything in relation thereto.

MOTION MADE: That the Town authorize borrowing by the Northborough-Southborough Regional School Committee, in accordance with Massachusetts General Laws, Chapter 71, Section 16(d), as amended, or for the Town of Southborough to borrow and appropriate, their share of the sum not to exceed \$2,580,000 for the purpose of architectural design services of a new high school, for use by the Regional School Committee in conjunction with a Building Committee to be appointed under the provisions of the Regional Agreement, to design the necessary project and to prepare the necessary documents to enable said project to be put to bid contingent upon being passed by a majority vote at a Town Election.

MOTION: PASSED BY THE FOLLOWING HAND COUNT VOTE: YES: 607 NO: 526.

MOTION MADE: .To reconsider Article 8.

MOTION: DEFEATED UNANIMOUSLY.

ARTICLE 9: To see if the Town will vote to amend the Northborough-Southborough Regional School Agreement as follows:

Add to definition of Capital costs in Section IV(b) "or replacement thereof," to read accordingly:

"(b) Capital costs shall include all expenditures relating to capital outlay such as payment of principal and interest on bonds or other obligations issued by the District, and any other expenses associated with the acquisition of real estate, the construction and improvement of buildings, grading, purchase of equipment, and other activities incident to placing in operation the original school plant and any subsequent additions and improvements thereto, or replacement thereof."

Delete Section IV, Clause (d), in its entirety together with all previous amendments and substitute the following:

"Payment for capital costs incurred on or after January 1, 2000 shall be apportioned each year among member towns on the basis of the average of their respective enrollments in

the Regional District School on October 1 of the preceding year for year one; of the preceding two years for year two; and the preceding three (3) years thereafter."

, or do or act anything in relation thereto.

MOTION MADE: That the Town amend the Northborough-Southborough Regional School Agreement as follows:

Add to definition of Capital costs in Section IV(b) "or replacement thereof," to read accordingly:

"(b) Capital costs shall include all expenditures relating to capital outlay such as payment of principal and interest on bonds or other obligations issued by the District, and any other expenses associated with the acquisition of real estate, the construction and improvement of buildings, grading, purchase of equipment, and other activities incident to placing in operation the original school plant and any subsequent additions and improvements thereto, or replacement thereof."

Delete Section IV, Clause (d), in its entirety together with all previous amendments and substitute the following:

"Payment for capital costs incurred on or after January 1, 2000 shall be apportioned each year among member towns on the basis of the average of their respective enrollments in the Regional District School on October 1 of the preceding year for year one; of the preceding two years for year two; and the preceding three (3) years thereafter."

DEFEATED: BY THE FOLLOWING HAND COUNT VOTE: YES: 398 NO: 621.

MOTION MADE: To reconsider Article 9.

MOTION: DEFEATED UNANIMOUSLY.

ARTICLE 10: To see if the Town will vote to amend the Northborough-Southborough Regional School Agreement as follows:

AMENDMENT 1: TWO SCHOOLS

By deleting Section II thereof, and inserting in its place the following language:

"Section II. Number and Location of the Regional District Schools

There shall be two Regional District schools one of which shall be located in Northborough and the other of which shall be located in Southborough."

AMENDMENT 2: MIXING OF STUDENTS

By Changing the title of Section XII so that it reads,

"Section XII. Tuition Pupils and Assignment of Pupils within the Region"

and appending a paragraph (b) as follows:

"(b) Students residing inside the Regional School District shall have a reasonable opportunity to request assignment to either school within the District. They shall be assigned to a school based on policy approved by the Committee. Such policy may give preference to limiting enrollment in any one school based on that building's capacity, to students attending the school in the Town in which the student resides, or to other educational considerations deemed appropriate by the Regional School Committee."

AMENDMENT 3: EACH TOWN PAYS FOR ITS OWN SCHOOL

By deleting Section IV paragraph (d) as amended, and inserting the following:

"(d) Payment of capital costs shall be apportioned among the member Towns such that each Town is responsible for an amount equal to the capital costs of the school located in that Town. Approval of the capital budget for each school and any indebtedness of the Region associated with that school shall vest solely with the Town in which the capital improvement is located.

(e) Effective the July 1 immediately following the opening of the high school in Southborough, the Town of Northborough shall compensate The Town of Southborough for Southborough's share of the District's existing land and building located in Northborough by making a payment to the District. This payment shall be used by the District solely to defray Southborough's capital cost assessment under paragraph (d) above. For these purposes Southborough's share of the land value shall be calculated by multiplying 0.4175 times the current fair market value of the land. Southborough's share of the building value shall be calculated by multiplying, for each construction project which created or added area to the existing building, the proportion of the costs paid by Southborough for that area times that area in square feet, then summing these products and dividing the sum by the total current area in square feet. The value of the building shall be the current fair market value. The current fair market value of the land and of the building shall be determined by a panel of three (3) qualified independent appraisers, each of whom shall be paid by the Region. One appraiser shall be selected by the Town of Northborough, the other by Town of Southborough, and the third by the first two appraisers so selected. The decision of each appraiser shall be given within ten (10) business days after the selection of the panel. The average of the three appraisals arrived at by the three appraisers shall be conclusively binding on the parties as the Fair Market Value of the land and improvements thereon owned by the Region.

(f) Effective the July 1 immediately following the opening of the high school in Southborough, and for each fiscal year thereafter, each

Town's capital cost apportionment under (d) above shall be adjusted by applying a district enrollment adjustment as follows. For each Town the District Enrollment Percentage shall be the percent of all students enrolled on the preceding October 1 who are not residents of the Town in which the school is located. Each Town's District Enrollment Credit shall be the District Enrollment Percentage times the unadjusted capital cost apportionment for that Town. Each Town's adjusted capital cost apportionment shall be calculated by subtracting from its unadjusted capital cost apportionment its District Enrollment Credit and adding the District Enrollment Credit of the other Town.

AMENDMENT 4: EACH TOWN OWNS ITS SCHOOL IF IT LEAVES THE REGION

Append to Section VII new paragraphs (d) and (e) as follows:

"(d) Upon withdrawal from the Region, all title to and ownership rights in the capital assets located within the withdrawing Town shall pass to the withdrawing Town. The terms of this Paragraph (d) shall become effective the July 1 immediately following the opening of the high school in Southborough.

(e) Any Amendment for Withdrawal of a member Town from the District shall provide for the completion of education of students at the school at which they are enrolled."

AMENDMENT 5: BUILDING COMMITTEES COME FROM EACH TOWN

In Section X, delete the entire last sentence of paragraph (a) which reads:

"Without limiting the generality of the foregoing, the Committee may, to assist it in the construction of the Regional school, appoint a building committee to advise it with respect to plans, specifications, appointment of architects, engineers, the awarding of contracts, the supervision of construction, and any other assistance which the Committee may desire."

Append a new Section XIII as follows:

"Section XIII Town Construction of Schools

The Committee shall appoint a Building Committee for each member Town chosen from candidates nominated by the Board of Selectmen of the respective Towns. Each Building Committee shall assist in the construction of the school in its Town with respect to plans, specifications, appointment of architects, engineers, and the awarding of contracts, and the supervision of construction."

AMENDMENT 6: CLARIFICATION OF SINGULAR AND PLURAL

Append a new Section XIV as follows:

Section XIV. General

(a) As this Agreement has been amended to provide for two regional schools, whenever the context of this Agreement requires, the singular includes the plural and the plural includes the singular.

, or do or act anything in relation thereto.

MOTION MADE: To Postpone Indefinitely.

MOTION TO POSTPONE INDEFITELY: PASSED BY A MAJORITY VOTE.

At 5:43 PM on Saturday, April 1, 2000 it was MOVED and UNANIMOUSLY VOTED to DISSOLVE the Special Town Meeting of April 1, 2000.

A true copy:

Attest: _____
PAUL J. BERRY, TOWN CLERK

Annual Town Meeting ***Monday, April 10, 2000***

At the Annual Town Meeting duly called and held in the P. Brent Trottier Middle School, Southborough, MA on Monday, April 10, 2000 at 7:00 PM the following ARTICLES were voted on in a legal manner. There was a quorum present (150 Voters = quorum, 166 Voters were present).

Checkers: Janet ME Mattioli Eleanor Maclauchlan
 Lois Denman Jennifer Juliano

The Meeting was called to order at 7:39 PM by the Town Moderator, John H. Wilson.

The following Tellers were appointed by Moderator Wilson and sworn-in by Town Clerk, Paul J. Berry:

Charles Aspesi
Thomas Burns
Marcia Hallwood
Arthur Lamy
Karen Gadbois
Timothy McHugh

A moment of silence was held in memory of those persons who have served the Town in the past:

Caesar J. Ghiringhelli, Dorothy M. Hoffman, Richard C. Grimm, Roland A. Messier, Mary Josephine Quinn, Mary S. Kelly, Austin Kelly

The Colors were presented by Girl Scout Troops 2788, 2789 and 2790

Moderator Wilson had requests from the following non-voters to attend the Annual Town Meeting:

Gene Carlo, Superintendent Director at Assabet Valley High School
John Kustigian, Business Manager at Assabet Valley High School
Shirley Lundberg, Algonquin Building Planning Committee, Chair
Robert Melican, Superintendent Southborough School Department
Paul Pisinski, Southborough Board of Health Agent
Laurie Sugarman-Whittier, Southborough Youth Commission Co-Director
Charles P. Schmohl, Jr., Princeton Fire Department
Jennifer Stillings, Princeton Fire Department
Kathryn Garcia, Recreation Department Director
Michael Misslin, Metropolitan District Commission
Tom Bacon, Land Owner, 165A Southville Road, Southborough/Westborough
John Mauro, Fire Department

There being no objections from the floor, it was voted to allow the above non-voters to remain.

The boundaries of the Auditorium were outlined by the Moderator to include all of the floor area. The cafeteria was set up for the non-registered (non-voting) public to view the Town Meeting from a television with live cable viewing of the Town Meeting.

Moderator Wilson noted the receipt of the return of the posting of the Warrant for the Annual Town Meeting by the Constable.

It was voted Unanimously to waive the reading of the Annual Town Meeting Warrant.

ARTICLE 1: To hear reports of the various Town Officers and Committees and to take such action thereon as the Town may vote.

MOTION MADE: That the Town hear reports of the various Town Officers and Committees.

MOTION: (as stated above) VOTED UNANIMOUSLY.

William J. Christensen, Chair, Board of Selectmen

VOTED UNANIMOUSLY: To accept the report of William J. Christensen, Chair, Board of Selectmen, as read.

Martin F. Healey, Chair, Advisory Committee read his report.

VOTED UNANIMOUSLY: To accept the report of Martin F. Healy, Chair of Advisory Committee, as read.

Jennifer Juliano, Public Safety Committee read her report.

VOTED UNANIMOUSLY: To accept the report of the Public Safety Committee, as read.

At 8:03 PM it was Voted Unanimously to temporarily ADJOURN the Annual Town Meeting until the completion of the Special Town Meeting.

Special Town Meeting Monday, April 10, 2000

At the Special Town Meeting duly called and held in the P. Brent Trottier Middle School, Southborough, MA on Monday, April 10, 2000 at 7:30 PM the following ARTICLES were voted on in a legal manner. There was a quorum present (150 Voters = quorum, 166 Voters were present).

Checkers: Janet ME Mattioli Eleanor MacLauchlan
 Lois Denman Jennifer Juliano

The Meeting was called to order at 8:03 PM by the Town Moderator, John H. Wilson.

The following Tellers were appointed by Moderator Wilson and sworn-in by Town Clerk, Paul J. Berry:

Charles Aspesi
Thomas Burns
Marcia Hallwood
Arthur Lamy
Karen Gadbois
Timothy McHugh

Moderator Wilson had requests from the following non-voters to attend the Special Town Meeting:

Gene Carlo, Superintendent Director at Assabet Valley High School
John Kustigian, Business Manager at Assabet Valley High School
Shirley Lundberg, Algonquin Building Planning Committee, Chair
Robert Melican, Superintendent Southborough School Department
Paul Pisinski, Southborough Board of Health Agent
Laurie Sugarman-Whittier, Southborough Youth Commission Co-Director
Charles P. Schmohl, Jr., Princeton Fire Department
Jennifer Stillings, Princeton Fire Department
Kathryn Garcia, Recreation Department Director
Michael Misslin, Metropolitan District Commission
Tom Bacon, Land Owner, 165A Southville Road, Southborough/Westborough
John Mauro, Fire Department

There being no objections from the floor, it was voted to allow the above non-voters to remain.

The boundaries of the Auditorium were outlined by the Moderator to include all of the floor area

Moderator Wilson noted the receipt of the return of the posting of the Warrant for the Special Town Meeting by the Constable.

It was voted Unanimously to waive the reading of the Special Town Meeting Warrant.

ARTICLE 1: To see if the Town will vote to transfer from any available funds and appropriate, or borrow and appropriate, the sum of \$120,000 for unanticipated special education expenses to cover the Southborough FY 2000 K-8 budget deficit, or do or act anything in relation thereto.

MOTION MADE: That the Town transfer from free cash and appropriate the sum of \$75,000 for unanticipated special education expenses to cover the Southborough FY 2000 K-8 budget deficit.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 2: To see if the Town will vote to transfer from any available funds and appropriate the sum of \$22,000 for the purpose of purchasing turnout pants, coats, boots and helmets for the Fire Department, or do or act anything in relation thereto.

MOTION MADE: That the Town transfer from any available funds and appropriate the sum of \$22,000 for the purpose of purchasing turnout pants, coats, boots and helmets for the Fire Department.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 3: To see if the Town will transfer from Water Surplus to fund water purchase from the Massachusetts Water Resources Authority for Fiscal Year 2000.

MOTION MADE: That the Town transfer \$125,000 from Water Surplus to fund water purchase from the Massachusetts Water Resources Authority for Fiscal Year 2000.

MOTION: (as stated above) VOTED UNANIMOUSLY.

At 8:12 PM on Monday, April 10, 2000 it was Moved and Unanimously Voted to DISSOLVE the Special Town Meeting of April 10, 2000.

At 8:12 PM the Annual Town Meeting of April 10, 2000 it was Moved and Unanimously Voted to RESUME the Annual Town Meeting of April 10, 2000.

*Adjourned Session
Annual Town Meeting
Monday, April 10, 2000*

ARTICLE 2: To see if the Town will vote to fix for the fiscal year beginning July 1, 2000 and ending June 30, 2001, the annual salary and compensation of elective officers of the Town as provided by Section 108 of Chapter 41 of the General Laws, as amended:

Moderator	50.00	Assessors (3)	1,500.00
Town Clerk	12,000.00	School Comm. (10)	500.00
Selectmen (3)	3,000.00	Board of Health (3)	450.00

, or do or act anything in relation thereto.

MOTION MADE: That the Town fix for the fiscal year beginning July 1, 2000 and ending June 30, 2001, the annual salary and compensation of elective officers of the Town as provided by Section 108 of Chapter 41 of the General Laws, as amended:

Moderator	50.00	Assessors (3)	1,500.00
Town Clerk	12,000.00	School Comm. (10)	500.00
Selectmen (3)	3,000.00	Board of Health (3)	450.00

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 3: To see if the Town will vote to accept any sum of money from St. Mark's School, Fay School, Harvard Medical School New England Regional Primate Research Center, L'Abri Fellowship, The New England Center for Children, Chapel of the Cross, and any other contributor and deposit same amount in Estimated Receipts Account, and determine what disposition shall be made of the same, if accepted, or do or act anything in relation thereto.

MOTION MADE: That the Town accept any sum of money from St. Mark's School, Fay School, Harvard Medical School New England Regional Primate Research Center, L'Abri Fellowship, The New England Center for Children, Chapel of the Cross, and any other contributor and deposit same amount in Estimated Receipts Account, and determine what disposition shall be made of the same, if accepted.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 4: To see if the Town will vote to authorize the Town Treasurer, with the approval of the Selectmen, to borrow from time to time in anticipation of revenue of the financial year beginning July 1, 2000 in accordance with the provisions of General Laws, Chapter 44, and to issue a note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17, or do or act anything in relation thereto.

MOTION MADE: That the Town authorize the Town Treasurer, with the approval of the Selectmen, to borrow from time to time in anticipation of revenue of the financial year beginning July 1, 2000 in accordance with the provisions of General Laws, Chapter 44, and to issue a note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 5: To hear the report of the Capital Budget Planning Committee, or do or act anything in relation thereto.

MOTION MADE: That the Town hears the report of the Capital Budget Planning Committee.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 6: To see if the Town will vote to delete Personnel Salary Administration Plan, Chapter 31 of the Code of the Town of Southborough, and insert in its place the following:

MOTION MADE: That the Town deletes Personnel Salary Administration Plan, Chapter 31 of the Code of the Town of Southborough, and inserts in its place the following:

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

SALARY ADMINISTRATION PLAN AND PERSONNEL BY-LAWS OF THE TOWN OF SOUTHBOROUGH

PREAMBLE

This by-law establishes a Salary Administration Plan for the Town of Southborough, which classifies the several position classifications in the Town services into groups, establishes salary schedules, establishes employee benefits and establishes a Personnel Board to administer the by-law and to represent the interest of both the taxpayers and the Town employees covered by the by-law.

The positions of all officers and employees in the service of the Town, whether full-time, part-time, temporary, seasonal, special, casual Civil Service or any other, other than those positions filled by popular election, those under the direction and control of the School Committee, and those encompassed in any officially recognized labor union and/or association, are hereby classified by titles in the groups listed in Schedule A, entitled "Classification Schedule," as set forth in Section 22 of the by-law.

The classification of positions which are subject to the Welfare Compensation Plan of the Commonwealth of Massachusetts and the scheduled rates therefor effective July 1, 1966 with subsequent amendments, if any, and the provisions of Section 47D of Chapter 31 of the General Laws relating to the application of rates set forth in the aforementioned Welfare Compensation Plan are hereby incorporated by reference.

SECTION 1. DEFINITIONS AND TERMS

As used in this by-law, the following words and phrases shall have the following meanings unless a different construction is clearly required by the context or by the laws of the Commonwealth:

"Administrative Authority," the elected or appointed official or board having jurisdiction over a function or activity.

"Anniversary Year," is that year commencing on the first day of employment and terminating 365 days thereafter.

"Base Pay," is the compensation paid for the purposes of determining retirement credits and contributions for Town employees by the Town of Southborough.

The Town shall contribute funds as required for each eligible employee in accordance with the procedures and formula established by the Worcester County Retirement Board and the by-laws of the Town of Southborough.

Contributions shall be made by the Town for:

1. Wages earned during the first eight (8) hours worked in any one day. No contributions shall be made for hours worked in excess of 40 hours per week.
2. Any lump sum bonus which is guaranteed as outlined in the Salary Administration Plan and the Personnel By-Laws of the Town and any collective

bargaining agreement in force. Examples of lump sum bonuses are longevity pay and educational bonus.

3. Vacation pay except when paid in lieu of taking vacation.
4. Sick pay.
5. Holiday pay.

"Casual Position," a position calling for part-time employment, which service does not constitute continuous service; this service is rendered occasionally and without regularity according to the demand therefor.

"Civil Service Law," Chapter 31 of the General Laws of the Commonwealth as amended and all rules and regulations made thereunder; and any special law enacted by the General Court regulating the classification compensation and conditions of employment of officers and employees of the Town under Chapter 31.

"Class," a group of positions in the Town service sufficiently similar in respect to duties and responsibilities so that the same descriptive title may be used to designate each position allocated to the class, that the same qualifications shall be required of the incumbents, that the same tests of fitness may be used to choose qualified employees and that the same scale of compensation can be made to apply with equity.

"Classification Schedule," titles in Schedule A, B, C, and D of Section 22 of this by-law plus class specifications which are on file with the Personnel Board and which are hereby incorporated by reference.

"Compensation Grade," a range of salary or wage rates appearing in Schedule B, C, and

"Continuous full-time Service," employment requiring a predetermined minimum work period and uninterrupted except for authorized vacation leave, sick leave, bereavement leave, or other leave of absence.

"Continuous Employment," full-time or part-time employment uninterrupted except for authorized vacation leave, sick leave, bereavement leave, or other leave of absence.

"Department," a functional unit of Town government composed of one or more employees.

"Department Head" the person appointed to be responsible for carrying out the duties of a Department.

"Employee," an employee retained in full-time employment.

"Full-time Employment," employment for not less than 20 hours per week for fifty-two weeks per annum, minus legal holidays and authorized vacation leave, sick leave, bereavement leave, and other leaves of absence.

"Group," a group of classes appearing in Schedules A and D of Section 22.

"Increment," the dollar or percentage difference between step rates.

"Maximum Rate," the highest rate in a range, which an Employee normally is entitled to attain.

"Minimum Rate," the rate in a range which is normally the hiring rate of a new employee.

"Part-time Employee," an employee working in part-time employment.

"Part-time Employment," employment for less than full-time Employment, as defined above.

^[Personal Rate deleted]

"Position," an office or post of employment in the Town service with duties and responsibilities calling for the full-time or part-time employment of one person in the performance and exercise thereof, or more than one person sharing the same position.

"Position Class," same as "Class," (a class may include only one position, in which event it is defined as a "single position class").

"Promotion," a change from a position of lower class and compensation grade to a position with greater responsibilities in a higher class and compensation grade.

"Range," the dollar difference between minimum and maximum rates of the assigned grade.

"Rate," a sum of money designated as compensation for personal services on an hourly, weekly, monthly, annual or other basis.

"Salary Schedule," Schedule B of Section 22.

"Single Rate," a rate for specific position class which is not in a designated range.

"Special Position," a position calling for part-time employment which, although constituting continuous employment, is not rendered during prescribed working hours, daily, weekly, or annually, but is rendered as required according to the demands for such service.

"Step Rate," rate in a range of compensation grade.

"Temporary Employee," (1) an employee retained in a temporary position as defined herein; (2) any employee holding a temporary appointment under Civil Service Law who does not also have permanent status thereunder.

“Temporary Position,” or “Seasonal Position,” any position in the Town service which requires or is likely to require the service of one incumbent for a period not exceeding six calendar months, either on a full-time or part-time basis.

“Town,” the Town of Southborough.

SECTION 2. TITLES OF POSITIONS

No persons shall be appointed, employed or paid as an employee in any position subject to the provisions of the Salary Administration Plan and Personnel by-laws under any title other than those of the Classification Schedule, or under any title other than that of the job, the duties of which are actually performed. The job title in the Classification Schedule of the Plan shall be the official title for all purposes having to do with the position and shall be used to designate the position in all payrolls, budget estimates and official reports, and in every other connection involving personnel and fiscal processes.

SECTION 3. NEW OR CHANGED POSITIONS

Before a new position is established, or the duties of an existing position are so changed that a new level or work demand exists and in effect a new position is created, upon presentation of substantiating data satisfactory to the Personnel Board, the Board shall rate such new changed position and allocate it to its appropriate compensation grade and establish the rate change therefor.

SECTION 4. RECLASSIFICATION OF EMPLOYEES

No position may be reclassified to a classification in another compensation grade, either higher or lower, until the Personnel Board shall have determined such a reclassification will be consistent with the provisions of the Salary Administration Plan and Personnel by-laws.

SECTION 5. JOB DESCRIPTIONS AND INTERPRETATIONS

The Personnel Board shall maintain written job descriptions of the position classes in the Classification Schedule of the Plan, each consisting of a statement describing the essential nature of the work and characteristics that distinguish the class from other classes. The Department Heads shall be required to retain current job descriptions and to submit revisions to the Personnel Board after review by the Board of Selectmen or they’re designated appointee or the appropriate Commissioners or Trustees. The description for any class shall not limit what the duties or responsibilities of any position shall be, or to modify or in any way affect the power of any administrative authority to appoint, to assign duties to, or to direct and control the work of any employee under the jurisdiction of such authority.

SECTION 6. COMPENSATION

- a. The weekly pay period shall begin at 12:01 a.m. Thursday and shall end at 12:00 a.m. The following Wednesday.

b. Employees subject to this Salary Administration Plan shall be paid time and one-half hours worked in the excess of eight (8) in a calendar day and/or 40 hours in one calendar week, provided such hours of work have been authorized by the Department Head.

In addition, all service outside of an employee's regularly scheduled tour of duty shall be at the overtime rate. Any employee who is recalled to duty hereunder shall be paid at the overtime rate for all such time and shall be guaranteed a minimum of two (2) hours overtime recall pay.

c. Exempt employees who are paid a weekly salary, as opposed to those non-exempt employees who are paid an hourly wage, shall not be paid for those hours worked in excess of the regular scheduled work week.

d. The Salary Schedule of the Salary Administration Plan and Personnel by-laws set forth as Schedules B, C, and D of Section 22 of this by-law, shall consist of the maximum and minimum salaries, in the Classification Schedule. The salary grade shall be the salary range for all position classes allocated to that grade.

e. Amounts paid to employees in reimbursement for expenses incurred in the performance of their duties such as mileage, meals, lodging, dues or similar job-related expenses shall be paid in addition to their compensation. All such payments shall be made as other charges and expenses to the extent budgeted by each department, board or commission. The rate of reimbursement shall be based upon the actual documented expenditure made by the employee, or at rates established by the Internal Revenue Service, supported by that agency's requirements for documentation.

SECTION 7. ADJUSTMENT POLICIES

a. Every employee subject to this plan and who is in continuous full-time service of the Town, computed from the date of his/her latest employment, shall be eligible annually for consideration of a merit increase advance to the next higher step rate, one year from the date of his/her latest increase. Such increase is not to exceed one step rate in any single twelve month period until the maximum of the grade is obtained, subject to the approval of the Department Head, and the Board of Selectmen or their designated appointee, or the appropriate Commissioners or Trustees, and the Personnel Board. An evaluation of the employee's performance in format approved by the Personnel Board must accompany a letter requesting a merit increase. The Employee shall appear before the Personnel Board prior to it acting on any request for a merit increase. Any employee denied such an increase has the right to appeal, in writing to the Personnel Board, which shall confer with the employee, the Department Head and the Board of Selectmen or their designated appointee, or the appropriate Commissioners or Trustees, and shall decide the matter. The Personnel Board shall approve all adjustments, in advance.

b. Regular Part-Time employees, for whose position step rates are provided, shall be eligible for consideration for increases on the same basis as provided for Full-Time personnel in clause (a) of this Section. Special, casual and other Part-Time personnel for whose positions there is a single rate established on Schedule D of Section 22, shall not be eligible for step rate increases.

SECTION 8. TRANSFERS AND PROMOTIONS

a. ^An employee who is promoted to a job with a higher rate range, or rate of pay ^ shall enter it at the rate recommended by the Department Head with the approval of the Personnel Board, but in no event at a rate in excess of the maximum for such job. The employee may also receive at the time a one step rate increase, provided the maximum for the job is not exceeded, if the Department Head recommends that qualifications and performance warrant it and the Personnel Board approves. If the Department Head should feel that there should be a trial period before recommending the promotional one step rate increase, on recommendation of the Department Head, the Personnel Board may approve such a deferred promotional increase at the conclusion of the trial period, not to exceed three (3) months.

b. ^An employee ^ transferred to a job with a lower rate range, or rate of pay, ^ shall enter it at ^ the rate paid for the previous position ^ or at the maximum rate for the job, whichever is the lower, provided the Personnel Board approves. The employee shall have a right to appeal to the Personnel Board and to be heard thereon, and the Personnel Board shall decide the matter.

SECTION 9. NEW PERSONNEL

a. Physical examinations are required of all employees before being hired consistent with the Town's policies.

b. The hiring rate shall be the minimum of the rate range of the job for which the new employee is hired, unless otherwise authorized by the Personnel Board. Department Heads shall notify the Personnel Board of the hiring of all personnel and their hiring rates.

c. For new regular Full-Time and new regular Part-Time personnel for whose positions there is a rate range and step rates, the first six months of employment shall be a probationary period at the end of which the employee may advance one step rate, provided that the Department Head and the Personnel Board decide the employee's performance warrants it. The employee shall thereafter be reviewed for a step rate increase one year from the date of the employee's latest increase. This probationary step rate increase shall apply only at the start of employment and shall not apply in case of transfer or promotion from one job to another.

SECTION 10. DEPARTMENT BUDGETS

Each Department Head shall include in the annual budget a pay adjustment section to provide funds for anticipated pay adjustment during the ensuing year, expenditures to be made therefrom only in accordance with the Salary Administration Plan and Personnel by-laws with the approval of the Personnel Board.

SECTION 11. EMPLOYEE BENEFITS

Employee benefits, such as holiday and vacation with pay, sick leave and other such matters, are a cost item to the Town and a form of "indirect pay," and included in the coverage of the Salary Administration Plan and Personnel by-laws, both those included in the Plan at its adoption and any other which may be included in the future.

a. Holidays with Pay

Each eligible Employee shall receive one day's pay at their regular straight time rate for the following holidays:

New Year's Day	Labor Day
Martin Luther King's Birthday	Columbus Day
Presidents' Day	Veteran's Day
Patriot's Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving Day
Independence Day	Christmas Day
	Day before <u>or</u> after Christmas Day

To be eligible for holiday pay, an Employee must work both their regular scheduled day preceding and their regular scheduled day following the holiday, or be excused from work pursuant to the provisions for absences with pay listed in the next Section.

An Employee whose regular day off falls on a holiday may elect to have one day off with pay in the following week in lieu of holiday pay, providing the choice of day is approved by the Department Head.

Details as to administrative policies and practices relative to holidays with pay shall be prepared and established under the direction of the Personnel Board.

b. Vacations with Pay

(1) Regular full-time Employees who have been in the continuous employ of the Town, as such, shall be paid their regular week's pay or portion thereof as vacation pay in accordance with the following schedule:

6 months	5 days
1 year	<i>10 days (may take five days after six months - not to exceed ten days in first year)</i>
5 years	15 days
10 years	20 days
15 years	25 days
20 years	30 days

(2) Vacations shall be granted by Department Heads at such time as, in their opinion, will cause least interference with the performance of the regular work of the Departments. An Employee shall be permitted to carry over up to one year's earned vacation. The Employee must have the Department Head's approval to take to take any portion of a prior year's unused vacation in addition to the days earned in the current fiscal year.

(3) If, in the opinion of the Department Head, there are unusual circumstances which warrant it, an Employee may, upon request, continue at work and receive vacation pay in lieu of taking vacation.

(4) In the event of termination of employment, which is caused through no fault of the Employee, or by reason of retirement, the Employee shall be paid, or be entitled to time off with pay, for any accumulated vacation prorated on the basis of service since the Employee's preceding vacation. In the event of the death of any Employee, any accumulated vacation pay shall be paid to the Employee's estate.

(5) Vacation administrative policies and practices shall be prepared and established under the direction of the Personnel Board.

c. Sick Leave

(1) All regular full-time Employees shall be entitled to fifteen- (15) day's sick leave per year. Unused sick leave may be accumulated without limitation. Pay for each day of sick leave shall be at the rate of a regular day's pay. Absences on account of sickness in excess of that authorized may, at the discretion of the Department Head and the Personnel Board, be charged to vacation leave. Sick leave shall be payable only in cases of bona fide illness, non-work-connected accident, or work-connected accidents not covered by Massachusetts General Laws annotated Chapter 152 (Workers' Compensation). At retirement, the Town will pay to the Employee for twenty (20%) of the Employee's ten-accumulated sick leave.

(2) Employees who because of sickness or a non-work-connected accident are absent for a period of more than two (2) days shall be required to present a doctor's certificate to their Department Head stating reason and period of time the Employee will be absent from work. The above section is not to be construed by an Employee or Department Head for time off for any sickness caused by over-indulgence in alcohol or narcotics or by his or her misconduct.

(3) An Employee may use up to seven (7) of the allowed fifteen (15) days of sick leave for the care of a sick family member who, in the opinion of the Department Head, is closely associated with the Employee.

(4) Details as to sick leave administrative policies and practices shall be as prepared and established under the direction of the Personnel Board.

d. Personal Days

[^]Each Employee shall be entitled to three (3) personal days per year. A Department Head may honor the request for a personal day made by any member of their Department who may have [^]a normally accepted need for a personal day. However, in no event shall personal days for any one Employee exceed three days per fiscal year nor shall [^]personal days accumulate from year to year.

e. Workers' Compensation

[^] Workers' Compensation benefits shall be paid in accordance with the Town's Worker's Compensation Plan in place from time to time.

f. Military Leave

An employee in full-time employment in the military reserve shall be paid the difference between compensation received while on reserve duty and regular compensation rates paid to that employee by the Town. Such payment by the Town shall be limited to a period not to exceed two weeks in any twelve month period and shall not include payment to members of the National Guard who may be mobilized during an emergency in the Commonwealth.

g. Jury Duty

^Any employee is called to jury duty shall receive an amount equal to the difference between their normal compensation and the amount (excluding any travel allowance) received from the court, upon presentation of evidence of the amount paid by the court.

h. Miscellaneous Paid Time Off

Working time lost from regularly scheduled work days for reasons listed below shall be without loss of pay, provided such lost time is with authorization of the Department head:

- (1) Bereavement leave - In the event of the death of a spouse, father, mother, children, father-in-law, mother-in-law, brother or sister, or of any person residing with the family of an employee, such employee shall be entitled to receive three (3) days leave for the purpose of the funeral arrangements and burial of said deceased. In the event that travel is required out of state, the Department head in his or her discretion may authorize two (2) additional days of travel time.
- (2) Inoculation required by Municipal Employer.
- (3) Red Cross blood donation authorized by the Department.
- (4) Medical examinations required by employer.
- (5) Attendance at educational programs required or authorized by Town or Department.

i. Court Time Pay

Any employee who normally is on duty at night, or is on vacation, furlough or day off, who is required to attend ^ Court as a witness or in any other capacity ^ arising from the performance of his/her duty or in behalf of the Commonwealth or the Town in any civil **or** criminal case pending in any Court or before any official governmental board or agency shall be entitled to overtime compensation for every hour or fraction thereof during which ^ they attend ^ or appear ^, but in no event less than three (3) hours of such overtime pay.

j. Educational Increment

All full-time employees subject to the provisions of the Salary Administration Plan and Personnel by-laws who have earned credits leading to a degree while an employee of the Town in a field applicable to their position as determined by the Department head, and the Board of

Selectmen or their designated appointee, or the appropriate Commissioners or Trustees, and the Personnel Board, in a degree granting program from an accredited college or university, shall receive a one-time bonus, according to the following schedule:

Associates Degree.....	\$ 800.00
Bachelors Degree.....	\$1,200.00
Masters Degree.....	\$1,500.00

A copy of the completed transcript or diploma or other appropriate evidence of the completed degree must be presented to the Department head and a copy to the Board of Selectmen who shall maintain complete and ongoing records for participants.

k. Tuition Reimbursement

The Town will provide tuition reimbursement, so long as:

- (1) the course is accredited and pertains to the employee's specific job or position. Such information shall be presented to the Department head, in writing, prior to enrollment in the course; and
- (2) the Department head, and the Board of Selectmen or their designated appointee, or the appropriate commissioners or trustees and the Personnel Board, approves of the commitment of Town funds prior to registration by the employee, or the employee assumes responsibility for payment; and
- (3) an approved purchase order is issued prior to registration by the employee's department Head; and
- (4) the employee attains a grade for the course of "C" or better and presents written verification of such grade to the Department head.

l. Maternity Leave

(1) A female employee who has completed the initial probationary period of six months, who is absent from such employment for a period not exceeding twelve weeks for the purpose of giving birth, said period to be hereinafter called maternity leave, and who shall give at least two weeks' notice to her Department head or supervisor of departure and intention to return, shall be restored to her previous, or a similar position, with the same status pay, length of service credit and seniority, where applicable, and other employment benefits for which she was eligible on the date her leave commenced.

- (2) Accrued sick leave benefits shall be provided for maternity leave purposes under the same terms and conditions which apply to other temporary medical disabilities.
- (3) Such maternity leave shall not affect the employee's right to receive vacation time, sick leave, bonuses, advancement, seniority, length of service credit

benefits, plans or programs for which she was eligible at the date of her leave, and any other advantages or rights of her employment incidental to her employment position.

m. Group Insurance

The Town will contribute fifty percent (50%) of the cost of an indemnity plan for medical coverage or ^ninety percent 90% of the cost of the Health Maintenance Organization plan.

SECTION 12. LEAVE OF ABSENCE

a. A leave of absence for valid reasons may be granted by a Department Head, but shall be without compensation.

b. Leaves of absence of over three months' duration, except military leave, shall be considered a break in employment, and on return to work the employee shall have the status of a new employee unless an extension of leave beyond three months has been authorized by the Personnel Board.

SECTION 13. TRANSITIONS BETWEEN FULL-TIME AND PART-TIME STATUS

a. A Part-Time employee shall be eligible for Full-Time (employee) status when the employee has worked over 20 hours a week for a period of at least three consecutive months. This status change requires prior approval by the appropriate Department head.

b. A Full-Time employee whose hours of employment total less than 20 hours per week, exclusive of legal holidays and authorized vacation leave, sick leave, bereavement leave and other authorized leaves of absence for a period of more than three consecutive months shall be considered to be a Part-Time employee.

SECTION 14. APPOINTMENT OF "ACTING" DEPARTMENT HEADS

[Previously Section 21]

The Board of Selectmen or the appropriate commissioners or trustees may appoint, where necessary, in the case of the absence of a Department Head for three (3) consecutive weeks, excluding vacation periods, an "Acting" Department Head.

These "Acting" employees shall be compensated at an additional step rate of 10% per week. Such pay shall be retroactive only upon the conclusion of three (3) consecutive weeks of service by the "Acting" Department Head.

While on "Acting" status, which should be no longer than three (3) months, an employee shall still be eligible for overtime pay when fulfilling regular duties from the previous job beyond normal working hours.

SECTION 15. PERSONNEL BOARD

a. There shall be a Personnel Board to administer the Salary Administration Plan and Personnel By-Laws, said Board to be appointed by the Moderator, consisting of five voters

other than employees of the Town or those regularly serving the Town in any elective ^ capacity. They shall serve without compensation.

b. Future appointments shall be for three years. The Moderator shall fill any vacancies. All members shall continue to hold office until their successors have been appointed and qualified. The Personnel Board may employ assistance and incur expenses as it deems necessary, subject to appropriation of funds thereof.

SECTION 16. DUTIES OF THE PERSONNEL BOARD

a. The Personnel Board shall administer the Salary Administration Plan and Personnel By-Laws and shall establish such policies, procedures and regulations as it deems necessary for the administration of the Plan.

b. The Board shall meet annually in July and organize by the choice of a Chairman and Clerk. The Board shall meet at least monthly, except for the month of August. A majority of the Board shall constitute a quorum for the transaction of business. The votes of the majority of all the members of the Board shall be necessary on any matter upon which it is authorized to or required to pass under the Salary Administration Plan and Personnel By-Laws.

c. The Personnel Board shall have maintained records of all employees subject to this Plan, included therein such information as it deems desirable, such records are to be kept by the Town Accountant, under the direction of the Board. Department Heads shall furnish such information as shall be requested by the Board. The Town Accountant shall also check on matters covered by the Plan and shall bring any deviations to the attention of the Board prior to payment.

d. The Personnel Board, from time to time, shall review the Salary Schedule and administration policies of the Salary Administration Plan and Personnel By-Laws. The Personnel Board may tentatively add a new class to the Classification Schedule or reallocate an existing class to a different compensation grade, either higher or lower, subject to the subsequent ratification of its action by formal amendment of the Salary Administration Plan and Personnel By-Laws at the next annual Town meeting.

e. On or before February 15 of each year the Personnel Board shall vote an annual adjustment which amends the weekly salary schedule for the forthcoming year, subject to the subsequent ratification of its action by formal amendment of the Salary Administration Plan and Personnel By-Laws at the next Annual Town Meeting. Notwithstanding, the Personnel Board shall reserve the right to vote no adjustment as long as such determination is voted on or before February 15 of each year.

f. The Personnel Board shall, from time to time, review the Salary Schedule and administration policies of the Salary Administration Plan and Personnel By-Laws. It shall keep informed as to pay rates and policies outside the services of the Town, and shall recommend to the Town any action which it deems desirable to maintain a fair equitable pay level.

g. Matters that are sent to the Chairman and Clerk of the Personnel Board by registered mail must be brought before the Board at its next scheduled meeting. Failure of the board to vote to approve or disapprove requests within thirty (30) days of that meeting shall

constitute approval of the request. In addition, notice in writing shall be forwarded to the concerned employee and respective Department head within three (3) days of the Board's decision. Notwithstanding, if the Personnel Board shall so request and the concerned employee and his/her Department head shall mutually agree, a reasonable extension of these time periods may be granted.

h. Upon recommendation of a Department head, supported by evidence in writing of special reasons and exceptional circumstances satisfactory to the Personnel Board, said Board may authorize an entrance rate higher than the minimum rate for a position, and such other variances in the Salary Administration Plan and Personnel By-Laws as it may deem necessary for the proper functioning of the services of the Town, and to effectuate the basic intent of the Plan.

SECTION 17. EMPLOYEES AND THE PERSONNEL BOARD

a. All employees presently covered by this Plan shall have the right to request an appointment to confer with the Board on any matter which is of interest or concern to them and which is covered by the Salary Administration Plan and Personnel By-Laws. The employee shall notify the Department head in writing in advance of his/her desire to discuss the matter with the Board. One of the duties of the Board shall be to foster mutual understanding and good will with the personnel of the Town.

b. To facilitate this, if any employee should feel aggrieved by the operation of any provision of the Plan, he/she shall first discuss the matter with his/her Department head, in a mutual effort to clear up any problems or misunderstanding.

c. If two weeks after such a conference, a satisfactory understanding and solution of the problem has not been reached, then either the Department head or the employee may take the matter to the Board. The Board shall hear the parties not later than its next regular meeting. There shall be no discrimination or prejudice by a Department head against any employee who may take a matter to the Board.

SECTION 18. AMENDMENT OF THE PLAN

The Salary Administration Plan and Personnel By-Laws may be amended in the same manner in which Town By-Laws may be amended; provided, however, that no amendment to the Plan shall be made until it has been presented by a signed petition addressed to and submitted to the Personnel Board, and acted upon by the Board. Upon receipt of such a written petition, the Board, after giving the petitioners, the Department Heads and employees affected at least one week's written notice, shall hold a hearing of the parties interested to consider the proposed amendment. If the Personnel Board shall approve of any such proposed amendment, it shall take the proper steps to bring the proposed amendment before the next annual Town meeting for its consideration and action. If the Personnel Board shall disapprove any such proposed amendment, and failure to act thereof within fifteen days after the hearing shall be deemed disapproved, the petition may then be presented to the next annual Town meeting for its consideration and action, if so desired. The Board of its own motion, after a similar hearing and/or conference with parties interested, may propose an amendment to the Plan.

SECTION 19. CIVIL SERVICE LAW

Nothing in this by-law, or in the Salary Administration Plan and Personnel By-Laws, shall be construed to conflict with Chapter 31 of the General Laws, which is the Chapter dealing with the Civil Service Law.

SECTION 20. SEPARABILITY PROVISION

In the event that any provision of this by-law, or application thereof, shall be held to be invalid by the proper authorities, this shall not be construed to effect the validity of any other provision, or application thereof, of this by-law.

SECTION 21 [reserved]

**ARTICLE
22** **COMPEN-
SATION
SCHEDULE**

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11
20	55,029.00	57,382.00	59,737.00	62,187.00	64,735.00	67,392.00	70,087.00	72,890.00	75,806.00	78,838.00	81,992.00
19	51,914.00	54,134.00	56,356.00	58,667.00	61,071.00	63,577.00	66,120.00	68,765.00	71,516.00	74,376.00	77,351.00
18	48,974.00	51,069.00	53,166.00	55,343.00	57,615.00	59,978.00	62,377.00	64,872.00	67,467.00	70,166.00	72,973.00
17	46,203.00	48,180.00	50,155.00	52,211.00	54,352.00	56,584.00	55,847.00	61,201.00	63,649.00	66,195.00	66,843.00
16	43,182.00	45,026.00	46,875.00	48,798.00	50,798.00	52,880.00	54,995.00	57,195.00	59,483.00	61,862.00	64,335.00
15	39,984.00	41,692.00	43,401.00	45,182.00	47,035.00	48,963.00	50,922.00	52,958.00	55,076.00	57,279.00	59,570.00
14	36,680.00	38,252.00	39,817.00	41,452.00	43,152.00	44,919.00	46,716.00	48,584.00	50,527.00	52,548.00	54,650.00
13	33,343.00	34,772.00	36,198.00	37,683.00	39,228.00	40,837.00	42,470.00	44,169.00	45,936.00	47,773.00	49,684.00
12	30,040.00	31,327.00	32,611.00	33,949.00	35,339.00	36,790.00	38,262.00	39,792.00	41,384.00	43,039.00	44,761.00
11	13.87	14.48	15.08	15.71	16.33	17.01	17.69	18.40	19.13	19.90	20.70
10	12.54	13.07	13.61	14.17	14.73	15.34	15.95	16.59	17.26	17.95	18.66
9	11.82	12.34	12.83	13.36	13.88	14.48	15.06	15.66	16.29	16.94	17.62
8	11.26	11.75	12.24	12.72	13.27	13.78	14.33	14.90	15.50	16.12	16.77
7	10.73	11.20	11.64	12.10	12.61	13.11	13.63	14.18	14.75	15.34	15.95
6	10.25	10.67	11.07	11.55	12.03	12.51	13.01	13.53	14.07	14.63	15.22
5	9.71	10.15	10.55	10.98	11.42	11.91	12.39	12.88	13.40	13.93	14.49
4	9.26	9.65	10.05	10.46	10.90	11.33	11.78	12.25	12.74	13.25	13.78
3	8.84	9.19	9.57	9.97	10.37	10.67	11.10	11.54	12.00	12.48	12.98
2	8.34	8.67	9.02	9.38	9.76	10.15	10.55	10.97	11.41	11.87	12.35
1	7.87	8.18	8.51	8.85	9.21	9.58	9.96	10.36	10.77	11.20	11.65

SCHEDULE A: FULL-TIME SALARY GRADED POSITIONS

Animal Control Officer	12
Children's Librarian	12
Council on Aging Coordinator	12
Prevention Coordinator, Youth Commission	14
Staff Engineer	14
Assistant to Town Administrator	14
Youth Director, Youth Commission	15
Town Accountant	16
Building Inspector	16
Treasurer/Collector	16
Library Director	18
Principal Assessor	18
Public Health Director	18
Town Planner	18
Assistant Superintendent, DPW	19
<i>Chief, Fire Department</i>	20

SCHEDULE B: FULL-TIME HOURLY GRADED POSITIONS

Library Assistant	10
Maintenance Custodian	10

SCHEDULE C: PART-TIME HOURLY GRADED POSITIONS

Swimming Aides	1
Tennis Aides	1
Seasonal Laborer	1
Library Page (P. T.)	1
Summer Program Assistant, Youth Commission	2
Playground Counselors	2
Tennis Instructors	2
Page, Library	3
Election Worker (P. T.)	3
Election Warden (P. T.)	4
Clerk, Library	5
Clerk, Recreation	5
Library Custodian	5
Playground Supervisors	5
Secretary, Town Committee	8
Swimming Instructors	6
Tennis Director	9
Swimming Director	10
Director of Recreation Commission	11
Tree Warden	11

SCHEDULE D: PUBLIC SAFETY COMPENSATION (Not covered by Collective Bargaining)

	GRADE	AMOUNT
		PER DRILL PER BOX ALARM
Police Dispatcher (part time)	8	
Reserve Police Officer (part time)	9	
Call Fire Lieutenant		79.07 30.42
Call Fire Fighter		66.90 24.33
Call Fire Fighter 2		30.42 12.16

When a call fire fighter works in place of a permanent fire fighter he is reimbursed on an hourly basis equal to the first step of a permanent fire fighter.

SCHEDULE E: MISCELLANEOUS ANNUAL COMPENSATION SCHEDULE

Clerk, Board of Registrars	1,638.33
Registrar of Voters	205.66
Town Counsel	(plus fees) 1,704.33
Veterans' Agent and Director of Veterans' Services	9,836.68

Longevity Pay For Full-Time Continuous Employment - 20 Hours or More

After 5 years.....	\$ 400 per annum
After 10 years	\$ 600 per annum
After 15 years	\$ 700 per annum
After 20 years	\$ 850 per annum
After 25 years	\$1,000 per annum
After 30 years	\$1,200 per annum
After 40 years	\$1,500 per annum

, or do or act anything in relation thereto (Proposed by the Personnel Board)

ARTICLE 7: To see if the town will vote to raise a sum of money not to exceed the sum of \$21,720,004 as may be necessary for the Town's use, and make appropriations of the same; or do or act anything in relation thereto.

MOTION MADE: That the Town raise a sum of money not to exceed the sum of \$21,720,004 as may be necessary for the Town's use, and make appropriations of the same.

MOTION: (as stated above) VOTED UNANIMOUSLY.

MOTION MADE: To divide the question.

MOTION: To take an umbrella vote on those budgets, which do not have a hold on them. This one vote will have the affect of voting each separately.

MOTION: (as stated above) VOTED UNANIMOUSLY.

MOTION: To pass budgets not on hold.

MOTION: (as stated above) VOTED UNANIMOUSLY.

General Government**114 MODERATOR**

700 Other Charges	50
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TOTAL	50
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119 ADVISORY COMMITTEE

700 Other Charges	135
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TOTAL	135
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122 BOARD OF SELECTMEN

110 Salaries	193,759
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100 Total Personal Services	193,759
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304 Medical Exams	500
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342 Legal Notices	1,500
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200 Total Purchase of Services	2,000
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710 Travel	1,000
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730 Dues	2,558
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732 Subscriptions	1,565
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733 Conferences/Schooling	4,100
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782 Miscellaneous	0
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700 Other Charges and Expenses	9,233
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TOTAL	204,982
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135 TOWN ACCOUNTANT

110 Salaries	88,813
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100 Total Personal Services	88,813
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342 Legal Notices	0
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380 Misc. Contracted Services	0
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200 Total Purchase of Services	0
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420 Office Supplies	150
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400 Total Supplies	150
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General Government, continued**TOWN ACCOUNTANT (cont.)**

700 Other Charges	575
800 Capital Outlay	0
TOTAL	89,538

141 ASSESSORS

110 Salaries	110,310
100 Total Personal Services	110,310
345 Advertising	0
380 Misc. Contracted Services	29,500
200 Total Purchase of Services	29,500
420 Office Supplies	1,500
581 Maps	3,000
582 Deeds & Plans	1,100
400 Total Supplies	5,600
700 Other Charges	8,500
800 Capital Outlay	0
TOTAL	153,910

145 TREASURER/COLLECTOR

110 Salaries	152,784
100 Total Personal Services	152,784
253 Computer Services	1,800
382 Bank Service Charges	14,000
200 Total Purchase of Services	15,800
420 Office Supplies	6,500
400 Total Supplies	6,500
700 Other Charges	3,450
800 Capital Outlay	500
TOTAL	179,034

General Government, continued**151 LEGAL**

308 Legal Services	50,000
200 Total Purchase of Services	50,000
TOTAL	50,000

152 PERSONNEL BOARD

110 Salaries	1,402
100 Total Personal Services	1,402
344 Postage	25
380 Misc. Contracted Services	5,000
200 Total Purchase of Services	5,025
420 Office Supplies	50
400 Total Supplies	50
700 Other Charges	0
TOTAL	6,477

158 ADMINISTRATIVE SUPPORT

110 Salaries	70,025
100 Total Personal Services	70,025
420 Office Supplies	250
400 Total Supplies	250
700 Other Charges	0
800 Capital Outlay	0
TOTAL	70,275

159 CENTRAL SERV/OPS SUPPORT

110 Salaries	37,672
100 Total Personal Services	37,672
253 Computer Services	44,415
273 Postage Meter Rental	1,300
340 Printing	10,000

General Government, continued**CENTRAL SERV/OPS SUPPORT (cont.)**

341 Telephone	10,100
344 Postage	23,000
380 Misc. Contracted Services	12,300
200 Total Purchase of Services	101,115
420 Office Supplies	7,575
421 Storage of Microfilm	1,000
422 Photocopying Supplies	4,460
510 Books	0
584 Computer Supplies	7,235
599 Service Supplies	0
400 Total Supplies	20,270
710 Travel	0
733 Schooling	21,110
782 Miscellaneous	2,300
700 Total Other Charges and Expenses	23,410
850 New Equipment	0
854 Computer Equipment	14,309
800 Capital Outlay	14,309
TOTAL	196,776

161 TOWN CLERK

110 Salaries	36,888
100 Total Personal Services	36,888
245 Equipment Repairs	50
304 Medical Exams	0
346 Report of Vital Statistics	260
200 Total Purchase of Services	310
420 Office Supplies	425
421 Storage of Microfilm	100
583 Dog Licenses	500
400 Total Supplies	1,025

General Government, continued**TOWN CLERK (cont.)**

700 Other Charges	1,210
800 Capital Outlay	500
TOTAL	39,933

162 ELECTIONS & REGISTRATION

110 Salaries	42,405
100 Total Personal Services	42,405
240 Equipment Repair	75
343 Street Listings	6,500
200 Total Purchase of Services	6,575
420 Office Supplies	3,000
580 Town Meeting Expenses	2,500
400 Total Supplies	5,500
700 Other Charges	2,300
800 Capital Outlay	500
TOTAL	57,280

171 CONSERVATION COMMISSION

341 Telephone	420
200 Total Purchase of Services	420
420 Office Supplies	100
400 Total Supplies	100
700 Other Charges	2,455
800 Capital Outlay	0
TOTAL	2,975

175 PLANNING BOARD

110 Salaries	62,980
100 Total Personal Services	62,980
340 Printing Services	300

*General Government, continued***PLANNING BOARD (cont.)**

342 Legal Notices	300
380 Misc. Contracted Services	0
200 Total Purchase of Services	600
420 Office Supplies	200
400 Total Supplies	200
700 Other Charges	1,200
800 Capital Outlay	0
TOTAL	64,980

192 TOWN BUILDINGS & GROUNDS

110 Salaries	54,346
100 Total Personal Services	54,346
210 Electricity	11,583
212 Heat	8,475
230 Water	11,539
244 Building Maintenance & Repair	16,190
247 Grounds Maintenance	16,500
380 Misc. Contracted Services	105,00
200 Total Purchase of Services	169,287
481 Gasoline	55,875
400 Total Supplies	55,875
779 Renovation of Historical Building	0
782 Miscellaneous	0
700 Total Other Charges & Expenses	0
850 New Equipment	1,700
867 New Improvements	0
800 Capital Outlay	1,700
TOTAL	281,208

Public Safety**210 POLICE DEPARTMENT**

110 Salaries	1,031,630
190 Employee Allowance	15,000
100 Total Personal Services	1,046,630
210 Electricity	5,000
211 Heat & Oil	4,000
230 Water	200
241 Vehicle Maintenance & Repair	5,000
242 Radio Repair	3,000
243 Service Equipment	10,500
244 Building Maintenance & Repair	5,000
304 Medical Exams	350
341 Telephone	7,700
342 Legal Notices	100
344 Postage	800
200 Total Purchase of Services	41,650
599 Service Supplies	4,500
400 Total Supplies	4,500
700 Other Charges	9,650
800 Capital Outlay	4,000
TOTAL REQUEST	1,106,430
TOTAL APPROVED	1,077,934

MOTION MADE: To reduce the Police Department Budget by \$28,496 to a new total of \$1,077,934.

VOTED UNANIMOUSLY: To reduce the Police Department Budget by \$28,496 to a new total of \$1,077,934.

220 FIRE DEPARTMENT

110 Salaries	912,272
190 Employee Allowance	12,445
100 Total Personal Services	924,717
210 Electricity	7,400
211 Heat & Oil	3,500
230 Water	470
241 Vehicle Maintenance & Repair	10,500

Public Safety, continued**FIRE DEPARTMENT (cont.)**

243 Service Equipment	5,500
244 Building Maintenance & Repair	4,900
341 Telephone	3,500
380 Misc. Contracted Services	0
200 Total Purchase of Services	35,770
420 Office Supplies	3,450
480 Grease & Oil	300
510 Books/A.V. Materials	2,000
599 Service Supplies	4,500
400 Total Supplies	10,250
700 Other Charges	6,450
800 Capital Outlay	9,500
TOTAL	986,687

241 BUILDING DEPARTMENT

110 Salaries	54,995
100 Total Personal Services	54,995
380 Misc. Contracted Services	0
200 Total Purchase of Services	0
420 Office Supplies	0
530 Building Supplies	825
400 Total Supplies	825
700 Other Charges	3,135
800 Capital Outlay	1,000
TOTAL	59,955

291 CIVIL DEFENSE

110 Salaries	965
100 Total Personal Services	965
245 Equipment Repairs	240
341 Telephone	410
200 Total Purchase of Services	650

Public Safety, continued**CIVIL DEFENSE (cont.)**

420 Office Supplies	0
400 Total Supplies	0
700 Other Charges	0
800 Capital Outlay	500
TOTAL	2,115

292 ANIMAL CONTROL OFFICER AND ANIMAL INSPECTOR

110 Salaries	31,327
100 Total Personal Services	31,327
270 Facility Rental	3,000
341 Telephone	0
383 Care & Destruction	31,00
200 Total Purchase of Services	6,100
420 Office Supplies	100
599 Service Supplies	300
400 Total Supplies	400
700 Other Charges	2,700
800 Capital Outlay	200
TOTAL	40,727

Public Works**420 DEPARTMENT OF PUBLIC WORKS**

110 Salaries	904,880
190 Employee Allowance	23,884
100 Total Personal Services	928,764
210 Electricity	68,000
211 Heat	11,500
230 Water	925
244 Building Maintenance & Repair	11,500
245 Equipment Repairs	18,000
246 Traffic Signal Maintenance	1,000
250 Meter Repairs	2,000

Public Works, continued**DEPARTMENT OF PUBLIC WORKS (cont.)**

251 Hydrant Repairs	4,000
271 Equipment Rental	1,400
293 Refuse Disposal	170,000
295 Service Connection	12,000
296 MDC Payment	410,000
297 Snow Removal - Contr.	35,000
305 Tree Experts	41,000
341 Telephone	11,000
342 Legal Notices	1,400
344 Postage	3,400
380 Miscellaneous Contracted Services	35,000
200 Total Purchase of Services	837,125
420 Office Supplies	4,000
490 Meals	900
529 Parts - Other Depts.	0
531 Highway Paint	10,000
532 Parts	30,000
534 Gravel, Stone & Fill	2,000
535 Salt & Sand	65,000
537 Bituminous Concrete	3,500
538 Signs	8,000
539 Drainage Materials	3,500
540 Guard Rail	500
541 Small Tools	2,700
542 DPW Service Supplies	11,400
543 Pipe & Fittings	4,500
544 Meters & Fittings	13,000
400 Total Supplies	159,000
700 Other Charges	4,100
800 Capital Outlay	8,500
TOTAL	1,937,489

Public Works, continued

	WATER DIVISION	DPW, ALL OTHER	DPW TOTAL
100 Personal Services	306,968	621,796	928,764
200 Purchase of Services	534,150	302,975	837,125
400 Supplies	27,300	131,700	159,000
700 Other Charges	1,840	2,260	4,100
800 Capital Outlay	3,500	5,000	8,500
TOTAL	873,758	1,063,731	1,937,489

750 INTEREST ON DEBT**WATER FUND**

Water Extension	0
Water Extension	0
TOTAL	0

750 DEBT SERVICE**WATER FUND**

Water Extension	0
Water Extension	0
TOTAL	0

424 STREET LIGHTS

210 Electricity	95,000
200 Total Purchase of Services	95,000
TOTAL	95,000

Human Services**511 BOARD OF HEALTH**

110 Salaries	82,542
100 Total Personal Services	82,542
307 Nursing Services	1,500
345 Advertising	300
380 Misc. Contracted Services	5,500
200 Total Purchase of Services	7,300

*Human Services, continued***BOARD OF HEALTH (cont.)**

420 Office Supplies	1,400
599 Service Supplies	0
400 Total Supplies	1,400
700 Other Charges	6,850
800 Capital Outlay	2,500
TOTAL	100,592

541 COUNCIL ON AGING

110 Salaries	37,284
100 Total Personal Services	37,284
340 Printing	300
341 Telephone	360
344 Postage	650
380 Misc. Contracted Services	7,200
200 Total Purchase of Services	8,510
420 Office Supplies	400
599 Service Supplies	720
400 Total Supplies	1,120
700 Other Charges	625
800 Capital Outlay	0
TOTAL	47,539

543 VETERANS' SERVICES

110 Salaries	9,838
100 Total Personal Services	9,838
700 Other Charges	11,567
TOTAL	21,405

632 YOUTH COMMISSION

110 Salaries	84,062
100 Total Personal Services	84,062

Human Services, continued**YOUTH COMMISSION (cont.)**

380 Misc. Contracted Services	28,700
200 Total Purchase of Services	28,700
599 Service Supplies	5,000
400 Total Supplies	5,000
700 Other Charges	3,600
800 Capital Outlay	0
TOTAL REQUEST	121,362
TOTAL APPROVED	112,162

MOTION MADE: To reduce the Youth Commission Budget by \$9,200 to a new total of \$112,162.

VOTED UNANIMOUSLY: To reduce the Youth Commission Budget by \$9,200 to a new total of \$112,162.

Culture and Recreation**610 LIBRARY**

110 Salaries	212,714
100 Total Personal Services	212,714
210 Electricity	11,000
211 Heat & Oil	6,000
230 Water	175
244 Building Maintenance	13,000
245 Equipment Repairs	3,000
341 Telephone	1,500
200 Total Purchase of Services	34,675
420 Office Supplies	2,000
510 Books	53,000
400 Total Supplies	55,000
700 Other Charges	3,650

*Culture and Recreation, continued***LIBRARY (cont.)**

850 New Equipment	1,000
859 Automation/Retrospective Conversion	8,850
800 Capital Outlay	9,850
TOTAL	315,889

631 RECREATION

110 Salaries	63,867
100 Total Personal Services	63,867
247 Grounds Maintenance	0
304 Medical Exams	60
304 Printing	2,590
341 Telephone	0
345 Advertising	373
380 Misc. Contracted Services	1,000
200 Total Purchase of Services	4,023
512 Arts & Crafts	0
599 Service Supplies	400
400 Total Supplies	400
700 Other Charges	2,450
800 Capital Outlay	0
TOTAL	70,740

633 HISTORICAL COMMISSION

340 Printing	1,000
344 Postage	100
380 Misc. Contracted Services	1,600
200 Total Purchases of Services	2,700
420 Office Supplies	300
400 Total Supplies	300

Culture and Recreation, continued**HISTORICAL COMMISSION (cont.)**

732 Subscriptions	100
782 Miscellaneous	0
700 Total Other Charges and Expenses	100
TOTAL	3,100

Insurance**900 INSURANCE**

174 Workers' Compensation	0
100 Total Personal Services	0
170 Blue Cross - Health	39,677
171 HMO - Health	1,210,992
173 Dental - Health	83,781
100 Total Personal Services	1,334,450
172 Group Life Insurance	8,073
100 Total Personal Services	8,073
301 Consulting Services	11,000
200 Total Purchase of Services	11,000
742 Liability Package Policy	62,000
746 Police/Fire Accident	20,000
750 Youth Director	500
751 Medicare	95,000
753 Social Security	56,160
700 Other Charges and Expenses	233,630
TOTAL	1,587,183

Debt and Interest**750 INTEREST ON DEBT
GENERAL FUND**

Library	0
Finn School	3,202,281
Underground Storage Tanks	0
Land Purchase	0

Debt and Interest, continued

**INTEREST ON DEBT
GENERAL FUND (cont.)**

DPW Garage	57,750
Middle School	3,420,237
 TOTAL	 6,680,268

**710 DEBT SERVICE
GENERAL FUND**

Library	0
Finn School	8,835,000
Underground Storage Tanks	0
Land Purchase	0
DPW Garage	500,000
Middle School	8,550,000
MWPAT	188,706
TOTAL:	18,073,706

RESERVE FUND

School Department

SOUTHBOROUGH SCHOOLS

REGULAR DAY PROGRAMS

ADMINISTRATION

School Committee	19,960
Superintendent's Office	128,002
Administrative Support	104,392

INSTRUCTION

Supervision	29,600
Principals	472,164
Teaching	4,487,146
Professional Development	63,800
Textbooks	64,753
Instructional Hardware & Software	183,441
Library Services	178,585
Audio/Visual Services	13,060

School Department, continued**SOUTHBOROUGH SCHOOLS (cont.)**

Guidance Services 169,246

OTHER STUDENT SERVICES

Personnel Services	500
Health Services	119,102
Transportation	203,377
Food Services	0
Student Body Activities	20,767

OPERATION & MAINTENANCE OF BUILDING

Operation of Buildings	787,797
Maintenance of Buildings	122,625
Extraordinary Maintenance	0
Networking & Telecommunications	29,207

FIXED CHARGES

Early Retirement Liability	0
Rentals & Leases	16,839

TUITION, OTHER PUBLIC SCHOOL

Vocational Education	0
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REGULAR DAY PROGRAMS 7,214,363**SPECIAL EDUCATION PROGRAMS – CHAPTER 766**INSTRUCTION

Director	74,612
Teaching	917,415
Professional Development	3,500
Instructional Hardware & Software	2,100
Psychological Services	127,151

OTHER STUDENT SERVICES

Health Services	7,500
Transportation	138,200

OPERATION & MAINTENANCE OF BUILDINGS

Operation of Buildings	1,000
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MAINTENANCE OF EQUIP SPED 4,500

School Department, continued**SOUTHBOROUGH SCHOOLS (cont.)**PROGRAMS, OTHER SYSTEMS IN MASSACHUSETTS

Tuition, Out	443,000
Transportation, Out	0

PROGRAMS, MEMBERS OF COLLABRATIVE

Assabet Collaborative Assessment	179,500
Tuition Out	0
Transportation Out	0

SPECIAL EDUCATION – CHAPTER 766 1,898,478

SUMMARY

REGULAR DAY PROGRAMS	7,214,363
SPECIAL EDUCATION (Year 2 of 3)	55,000
SPECIAL ED. – CHAPTER 766	<u>1,898,478</u>

TOTAL REQUEST 9,167,841

TOTAL APPROVED 8,988,934

MOTION MADE: To reduce the Southborough Schools K-8 Budget by \$178,907 to a new total of \$8,988,934.

VOTED UNANIMOUSLY: To reduce the Southborough Schools K-8 Budget by \$178,907 to a new total of \$8,988,934.

ALGONQUIN REGIONAL HIGH SCHOOLADMINISTRATION

School Committee	48,898
Superintendent's Office	129,452
Administrative Support	102,867

INSTRUCTION

Supervision	59,230
Principals	502,852
Teaching	4,293,634
Professional Development	57,600
Textbooks	68,664
Instructional Hardware and Software	95,774
Library Services	146,096
Audio/Visual Services	6,250
Guidance Services	361,790

School Department, continued**ALGONQUIN REGIONAL HIGH SCHOOL (cont.)****OTHER STUDENT SERVICES**

Health Services	63,665
Transportation	607,428
Food Services	0
Athletic/Student Body Activities	481,592

OPERATION & MAINTENANCE OF BUILDINGS

Operation of Buildings	559,212
Maintenance of Buildings	121,280
Extraordinary Maintenance	0
Networking & Telecommunications	51,000

FIXED CHARGES

Early Retirement Liability	102,663
Insurance	891,676
Rentals & Leases	56,500

TUITION, OTHER PUBLIC SCHOOLS

Vocational Education	0
School Choice	43,000

REGULAR DAY PROGRAMS 8,851,123**SPECIAL EDUCATION PROGRAMS – 766****INSTRUCTION**

Director	65,251
Teaching	509,750
Professional Development	2,600
Instructional Hardware & Software	5,600
Psychological Service	55,582

OTHER STUDENT SERVICES

Health Services	7,000
Transportation	29,500

OPERATION & MAINTENANCE OF BUILDINGS

New Equipment	5,000
Equipment Maintenance	2,100

PROGRAMS, OTHER SYSTEMS IN MASSACHUSETTS

Tuition, Out	150,000
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School Department, continued**ALGONQUIN REGIONAL HIGH SCHOOL (cont.)**

Transportation, Out	0
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PROGRAMS, MEMBER OF COLLABRATIVE

Assabet Collaborative Assessment	6,500
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Tuition, Out	90,000
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Transportation, Out	0
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SPECIAL EDUCATION – CHAPTER 766	928,883
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SUMMARY

REGULAR DAY PROGRAMS	8,851,123
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SPECIAL EDUCATION – CHAPTER 766	928,883
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TOTAL	9,780,006
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***Northborough – Southborough Regional School District
FY 2001 Budget & Assessments – Dept of Ed Recommended Method
Preliminary***

			68.40%	31.60%
			Northboro	Southboro
Step 1 Proposed Operating Budget (FY 2001)		9,780,006.00		
Less Transportation	607,428.00			
SPED-Trans	<u>29,500.00</u>	636,928.00		
Less Fixed Charge		0		
Net School Spending		9,143,078.00		
Less revenues		0		
Subtotal		9,143,078.00		
Less Chapter 70 Aid Preliminary		1,627,294.00		
Less State Ward Reimbursement		0		
Net Budget		7,515,784.00		
Step 2 Minimum Local Contribution required by Ed Reform				
Step 3 Difference between Min Contrib. & Net Budget balance		7,515,784.00		
Step 4 Apportion Step 3 amount by agreement			5,140,796.26	2,374,987.74
Step 5 Transportation Budget	636,928.00			
Less Transportation Aid (Preliminary figures)	<u>401,972.00</u>	234,956.00	160,709.90	74,246.10
Step 6 Other Operational Costs	0			
Less Revenues	0	0.00		
Step 7 Capital Budget (existing debt service)		297,492.00	204,968.00	92,524.00
Step 8 Total assessments, Min. Local Contrib. plus apportionments		8,048,232.00	5,506,474.16	2,541,757.84
Step 9 Excess & Deficiency Offset		75,000.00	51,300.00	23,700.00
FY 2001 ASSESSMENTS		7,973,232.00	5,455,174.16	2,518,057.84
			-129,762.84	
			TOTAL APPROVED	2,388,295.00

MOTION MADE: To reduce the Algonquin Regional School Budget by \$129,762.84 to a new total of \$2,388,295.00.

VOTED UNANIMOUSLY: To reduce the Algonquin Regional School Budget by \$129,762.84 to a new total of \$2,388,295.00.

Assessment Comparison:

FY 2000 Assessments	<u>6,910,819.00</u>	4,672,514.00	2,238,305.00
Dollar Increase	1,062,413.00	782,660.16	279,752.84
Percent Increase	15.37%	16.75%	12.50%

Assabet Valley Regional Voc. School

School Committee	84,782
Superintendent & Business Office	366,914
Instruction Supervision	284,114
Principal Office	123,518
Instruction & Supplies	5,486,210
Textbooks	56,250
Library Services	99,758
Multi-Media	47,616
Guidance Services	341,189
Attendance	22,547
Health Services	54,021
Transportation Contracts	797,502
Transportation Sports - Field Trips	33,851
Athletics Program	229,891
Student Body Activities	68,319
Operation Of Plant	1,110,489
Maintenance Of Plant	286,050
Health-Life-Medicare Insurance	622,250
Other Insurances	176,395
Leases Of Equipment	25,000
Acquisition Of Fixed Assets	152,000
Vocational Day Operating Budget	10,468,665

Assabet Valley Regional Voc. School, continued

Right To Know - Asbestos Audit	10,000
Single Audit Requirement	10,000
Right To Know - Audit Budget	20,000
Capital Project Roof (P&I)	0
Special Needs	659,951
TOTAL BUDGET	11,148,616
Less Anticipated Aid & Transfers	(4,804,149)
Mass. General Law 23b, Section 9 & 9	75,000
TOTAL ASSESSMENT TO COMMUNITIES	6,419,467
SOUTHBORO ASSESSMENT	152,459

MOTION MADE: That the Town raise a sum of money not to exceed the sum of \$21,373,638 as may be necessary, for the Town's use, and make appropriations of the same.

Transfer from the Cemetery Trust Fund \$15,000

Transfer from Free Cash \$784.222

Transfer from Overlay Reserve \$60,000

That the balance of \$20,514,416 be raised and appropriated.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 8: To see if the Town will vote to transfer to Surplus Revenue Account (Excess and Deficiency) a sum of money, or do or act anything in relation thereto.

MOTION MADE: That the Town transfer to Surplus Revenue Account (Excess and Deficiency) the following sums:

<u>Article</u>	<u>Purpose</u>	<u>Amount</u>
ATM 1999, ARTICLE34	Flagpole	\$25,000
ATM 1999, ARTICLE32	Fayville Village Hall Sign	<u>205</u>
Grand Total		\$25,205

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 9: To see if the Town will vote to raise and appropriate, or transfer from any of its available funds and appropriate, the sum of \$1,800 to defray expenses of the Memorial Day exercises. Observance exercises are to be under the auspices of the Bagley-Fay Post No. 161 American Legions, and Choate Post No. 3276, Veterans of Foreign Wars, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$1,800 to defray expenses of the Memorial Day exercises. Observance exercises are to be under the auspices of the Bagley-Fay Post No. 161 American Legions, and Choate Post No. 3276, Veterans of Foreign Wars.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 10: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of \$443,856 for the fiscal year beginning July 1, 2000 and ending June 30, 2001 to pay a portion of the expense of the Worcester County Retirement System, of which the Town is a member, and as required by the Worcester County Commissioners, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$443,856 for the fiscal year beginning July 1, 2000 and ending June 30, 2001 to pay a portion of the expense of the Worcester County Retirement System, of which the Town is a member, and as required by the Worcester County Commissioners.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 11: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, a sum of money to fund ongoing maintenance of the Town House, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$12,000 to fund ongoing maintenance of the Town House.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 12: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of a sum of money to fund ongoing maintenance of the Fayville Village Hall, or do or act anything in relation thereto.

MOTION MADE: To postpone indefinitely.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 13: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, a sum of money to fund monitoring of the Parkerville Road Landfill, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$4,000 to fund monitoring of the Parkerville Road Landfill.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 14: To see if the Town will vote to raise and appropriate, or transfer from available funds and appropriate, a sum of money for hiring a special legal counsel, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$25,000 for hiring a special legal counsel.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 15: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of \$5,000 for the purpose of funding Marlborough Addictions Referral Center, Inc., a nonprofit drop-in center, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$3,000 for the purpose of funding Marlborough Addictions Referral Center, Inc., a nonprofit drop-in center.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 16: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate the sum of \$250,000 for the maintenance of Town roads, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$250,000 for the maintenance of Town roads.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 17: To see if the Town will vote to transfer from available funds and appropriate a sum of money in anticipation of reimbursement from the Commonwealth for Chapter 90 highway improvements, or do or act anything in relation thereto.

MOTION MADE: That the Town transfer from available funds and appropriate the sum of \$278,377 in anticipation of reimbursement from the Commonwealth for Chapter 90 highway improvements.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 18: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate a sum of money for the purpose of purchasing Public Works Equipment, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$170,000 for the purpose of purchasing Public Works Equipment.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 19: To see if the Town will vote to raise and appropriate, transfer from available funds and appropriate or borrow and appropriate, a sum of money for the purpose of making improvements to the water distribution system, or do or act anything in relation thereto.

MOTION MADE: That the Town transfer \$400,000 from water surplus and borrow and appropriate \$500,000 for a total of \$900,000 for the purpose of making improvements to the water distribution system. 2/3 vote required.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 20: To see if the Town will vote to raise and appropriate, transfer from available funds and appropriate or borrow and appropriate, a sum of money for the purpose of acquiring property, engineering, development and relevant costs associated with providing additional cemetery space, or do or act anything in relation thereto.

MOTION MADE: That the Town borrow and appropriate \$600,000 for the purpose of engineering, development and relevant costs associated with providing additional cemetery space; provided that this appropriation and borrowing shall be contingent upon favorable Proposition 2 ½ debt exclusion vote at a town election. 2/3 vote required.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 21: To see if the Town will vote to amend the Code of the Town of Southborough to authorize the Board of Selectmen to establish water emergencies as may be necessary to conserve the supply of water and to insure the safe and efficient operation of the water system. During such emergencies outside use of water drawn from the town's water system shall be prohibited for such purposes as irrigation of lawns, gardens, shrubs and trees, washing of vehicles, recreational use and other use as the Board of Selectmen may deem appropriate. Fines for violation of the water emergency use prohibitions shall be \$50 for the first offense and \$100 for subsequent offenses, or do or act anything in relation thereto.

MOTION MADE: That the Town amend the Code of the Town of Southborough by inserting a new Chapter 162 entitled "Water Emergencies" to read as follows:

Chapter 162 – Water Emergencies

162-1 Procedure for Establishing Water Emergencies

The Board of Selectmen shall be authorized to establish water emergencies as may be necessary to conserve the supply of water and to insure the safe and efficient operation of the water system. During such emergencies outside use of water drawn from the town's water system shall be prohibited for such purposes as irrigation of lawns, gardens, shrubs and trees, washing of vehicles, recreational use and other use as the Board of Selectmen may deem appropriate.

162-2 Penalties

Fines for violation of the water emergency use prohibitions shall be \$50 for the first offense and \$100 for subsequent offenses.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 22: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, a sum of money for the purpose of making Transfer Station improvements including, but not limited to, toilet and washing facilities as required by The Division of Occupational Safety, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate \$70,000 for the purpose of making Transfer Station improvements including, but not limited to, toilet and washing facilities as required by The Division of Occupational Safety.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 23: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, the sum of \$50,000.00 to acquire two new four-door full-size sedan police cruisers and authorize the Selectmen to sell, turn in or otherwise dispose of two police cruisers, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$50,000.00 to acquire two new four-door full-size sedan police cruisers and authorize the Selectmen to sell, turn in or otherwise dispose of two police cruisers.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 24: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, a sum of money to repair the Police Department septic system, repave and expand the existing parking lot, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate \$60,000 to repair the Police Department septic system, repave and expand the existing parking lot.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 25: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, a sum of money for the purpose of hiring consulting engineers by various Town departments, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate \$40,000 for the purpose of hiring consulting engineers by various Town departments.

AMENDMENT TO MOTION: That the Town amend Article 25 by substituting \$1.00 for the figure \$40,000 as listed in the Motion.

AMENDMENT TO MOTION: DEFEATED BY MAJORITY VOTE.

MOTION: VOTED BY MAJORITY VOTE (See Article 47).

ARTICLE 26: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of \$17,500 to be used for expenses incurred from a private audit of the Town's financial officers to be carried out by a private firm which meets the

standards of the Commonwealth of Massachusetts, Bureau of Accounts, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$17,500 to be used for expenses incurred from a private audit of the Town's financial officers to be carried out by a private firm which meets the standards of the Commonwealth of Massachusetts, Bureau of Accounts.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 27: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, the sum of \$6,156 for the purpose of aiding in the funding of the MetroWest Planning Office, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$6,156 for the purpose of aiding in the funding of the MetroWest Planning Office

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 28: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of \$2,500, or any other sum, to be expended under the direction of the Heritage Day Committee for the purpose of paying the necessary costs associated with the Heritage Day celebration and the Heritage Day parade, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$2,500 to be expended under the direction of the Heritage Day Committee for the purpose of paying the necessary costs associated with the Heritage Day celebration and the Heritage Day parade.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 29: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, a sum of money for the purpose of maintenance of equipment, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$6,000 for the purpose of maintenance of equipment.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 30: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, a sum of money for the purpose of establishing a fund to be used to pay the Town's share of casualty and other losses incurred to Town property and equipment which are not covered by insurance policies, and/or which has been destroyed or damaged as a result of accident or casualty, for which a third party is liable and for which the Town is entitled to be reimbursed from damages caused as a result of such accident or casualty, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$3,000 for the purpose of establishing a fund to be used to pay the Town's share of casualty and other losses incurred to Town property and equipment which are not covered by insurance policies, and/or which has been destroyed or damaged as a result of accident or casualty, for which a third party is liable and for which the Town is entitled to be reimbursed from damages caused as a result of such accident or casualty.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 31: To see if the Town will vote to renew a revolving fund established under Chapter 44, Section 53 E 1/2, "An Act Authorizing Cities and Towns to Establish Certain Revolving Funds", a revolving fund for the purpose of funding the inspection services for the Sealer of Weights and Measures, plumbing and wiring. All receipts received for the services provided by the above-mentioned departments shall be credited to this account up to the amount of \$60,000. The Town Accountant will authorize expenditures from this revolving fund, or do or act anything in relation thereto.

MOTION MADE: That the Town renew a revolving fund established under Chapter 44, Section 53 E 1/2, "An Act Authorizing Cities and Towns to Establish Certain Revolving Funds", a revolving fund for the purpose of funding the inspection services for the Sealer of Weights and Measures, plumbing and wiring. All receipts received for the services provided by the above-mentioned departments shall be credited to this account up to the amount of \$60,000. The Town Accountant will authorize expenditures from this revolving fund.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 32: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, a sum of money to purchase a postage processing system, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$14,000 to purchase a postage processing system.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 33: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, a sum of money to hire staff and/or a firm with expertise in capital planning and building maintenance for schools and town buildings, or do or act anything in relation thereto.

MOTION MADE: To postpone indefinitely.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 34: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, a sum of money to hire an architectural firm to undertake a feasibility study that would examine the options that would include restoration, expansion or replacement of Fayville Village Hall and the abutting house at 40 Central Street for Human Services Departments, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$25,000 to hire an architectural firm to undertake a feasibility study that would examine the options that would include restoration, expansion or replacement of Fayville Village Hall and the abutting house at 40 Central Street for Human Services Departments. This study would commence six months from the date of this Town Meeting or when the status of the Woodward School is known, whichever is sooner.

AMENDMENT TO MOTION: That the section stating "This study would commence six months from the date of this Town Meeting or when the status of Woodward School is known, whichever is sooner." be removed.

AMENEDMENT TO MOTION: VOTED UNANIMOUSLY.

MOTION AS AMENDED PASSED UNANIMOUSLY.

ARTICLE 35: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, the sum of \$10,000 for the purpose of conducting a Household Hazardous Waste Day, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$10,000 for the purpose of conducting a Household Hazardous Waste Day.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 36: To see if the Town will vote to raise and appropriate, or transfer from available funds and appropriate, a sum of money to be deposited in the Stabilization Fund to be held and administered in accordance with the provisions of Massachusetts General Laws, Chapter 40, Section 5b, or do or act anything in relation thereto.

MOTION MADE: To postpone indefinitely.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 37: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, a sum of money to fund a Workers' Compensation Claim Reserve Fund as per Massachusetts General Laws, Chapter 40, Section 13C, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$30,000 to fund a Workers' Compensation Claim Reserve Fund as per Massachusetts General Laws, Chapter 40, Section 13C.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 38: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, the sum of \$207,202 for the FY 2001 capital building maintenance projects at the Southborough Public Schools, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$207,202 for the FY 2001 capital building maintenance projects at the Southborough Public Schools.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 39: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, the sum of \$9,680 for the FY 2001 moving expenses for Finn at Woodward School to Finn School, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$9,680 for the FY 2001 moving expenses for Finn at Woodward School to Finn School.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 40: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, the sum of \$86,000 for the FY 2001 installment of the multiyear technology update in all Southborough Public Schools, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$71,000 for the FY 2001 installment of the multiyear technology update in all Southborough Public Schools.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 41: To see if the town will vote to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, a sum of money for a district-wide student management system for the Southborough Public Schools, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$16,457 for a district-wide student management system for the Southborough Public Schools.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 42: To see if the Town will vote to authorize borrowing by the Northborough-Southborough Regional School Committee, in accordance with Massachusetts General Laws, Chapter 71, Section 16(d), as amended, or for the Town of Southborough to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, their share of the sum of \$136,000 for the purpose of equipment purchases of a capital nature for the FY 2001 installment of the multiyear technology update at Algonquin Regional High School, or do or act anything in relation thereto.

MOTION MADE: That the Town of Southborough raise and appropriate \$42,976, its share of the sum of \$136,000 for the purpose of equipment purchases of a capital nature for the FY 2001 installment of the multiyear technology update at Algonquin Regional High School.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 43: To see if the Town will vote to authorize borrowing by the Northborough-Southborough Regional School Committee, in accordance with Massachusetts General Laws, Chapter 71, Section 16(d), as amended, or for the Town of Southborough to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, their share of the sum of \$21,000 for the purpose of furniture equipment purchases of a capital nature at Algonquin Regional High School, or do or act anything in relation thereto.

MOTION MADE: That the Town of Southborough raise and appropriate \$6,636, its share of the sum of \$21,000 for the purpose of furniture equipment purchases of a capital nature at Algonquin Regional High School.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 44: To see if the Town will vote to authorize borrowing by the Northborough-Southborough Regional School Committee, in accordance with Massachusetts General Laws, Chapter 71, Section 16(d), as amended, or for the Town of Southborough to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, their share of the sum of \$28,275 for the purpose of purchasing science materials (compound microscopes and stereoscopes) of a capital nature at Algonquin Regional High School, or do or act anything in relation thereto.

MOTION MADE: That the Town of Southborough raise and appropriate \$8,935, its share of the sum of \$28,275 for the purpose of purchasing science materials (compound microscopes and stereoscopes) of a capital nature at Algonquin Regional High School.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 45: To see if the Town will vote to authorize borrowing by the Northborough-Southborough Regional School Committee, in accordance with Massachusetts General Laws, Chapter 71, Section 16(d), as amended, or for the Town of Southborough to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, their share of the sum of \$10,057 for the purchase of district-wide student management system at Algonquin Regional High School, or do or act anything in relation thereto.

MOTION MADE: That the Town of Southborough raise and appropriate \$3,178, its share of the sum of \$10,057 for the purchase of district-wide student management system at Algonquin Regional High School.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 46: To see if the Town will vote to authorize the City of Marlboro to compensate its representative to the Assabet Valley Regional Vocational School District Committee effective January 1, 2000 at the same level of compensation paid to the City of Marlboro School Committee Members, or act in any relative thereto.

MOTION MADE: That the Town authorize the City of Marlboro to compensate its representative to the Assabet Valley Regional Vocational School District Committee effective January 1, 2000 at the same level of compensation paid to the City of Marlboro School Committee Members.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 47: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, the sum of \$25,000 for the purpose of purchasing a Thermal Imaging Camera for the Fire Department, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$12,500 for the purpose of purchasing a Thermal Imaging Camera for the Fire Department.

ALTERNATE MOTION MADE to postpone this article until Article 25 is reconsidered.

ALTERNATE MOTION: **VOTED UNANIMOUSLY.**

MOTION MADE: To reconsider Article 25. 2/3 vote required

MOTION: **VOTED UNANIMOUSLY.**

MOTION MADE: That Article 25 be reduced by \$12,500 to a total of \$27,500.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

MOTION MADE: That the Town raise and appropriate the sum of \$25,000 for the purpose of purchasing a Thermal Imaging Camera for the Fire Department.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 48: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, the sum of \$29,500 for the purpose of purchasing one new, four wheel drive pickup truck and equipping the same for the Fire Department, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$29,500 for the purpose of purchasing one new, four wheel drive pick up truck and equipping the same for the Fire Department.

AMENDMENT TO MOTION: To transfer from the Stabilization Fund the amount of \$29,500.

AMENDMENT TO MOTION: DEFEATED BY MAJORITY VOTE.

ALTERNATE AMENDMENT TO MOTION: To add the words "Contingent on a Proposition 2 ½ over ride"

ALTERNATE AMENDMENT TO MOTION: **VOTED UNANIMOUSLY.**

MOTION WITH ALTERNATE AMENDMENT PASSED BY MAJORITY VOTE.

ARTICLE 49: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, a sum of money to purchase and maintain a van to be used for

transportation by the Council on Aging, Office of Youth and Family Services, Recreation Department and other departments as needed and available, or do or act anything in relation thereto.

MOTION MADE TO POSTPONE INDEFINITELY.

MOTION: TO POSTPONE INDEFINITELY VOTED UNANIMOUSLY.

ARTICLE 50: To see if the Town will vote to amend Chapter 152 Streets and Sidewalks, Article I. Miscellaneous Provisions, Section 152-4 "Excavation permit required; safety requirements", of the Code of the Town of Southborough, by changing the section of the first sentence from "a written permit from the Board of Selectmen" to read "a written permit **approved by** the Board of Selectmen **or its designee**", or do or act anything in relation thereto.

MOTION MADE: That the Town amend Chapter 152 Streets and Sidewalks, Article I. Miscellaneous Provisions, Section 152-4 "Excavation permit required; safety requirements", of the Code of the Town of Southborough, by changing the section of the first sentence from "a written permit from the Board of Selectmen" to read "a written permit **approved by** the Board of Selectmen **or its designee**".

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 51: To see if the Town will vote to amend Chapter 16 Finance, Article III Miscellaneous Provisions, of the Code of the Town of Southborough, by adding Section 16-5 Disposition of Funds Received as Donations. The section shall read as follows:

Section 16-5 Disposition of Funds Received as Donations

All voluntary donations received by the Town of Southborough shall be placed on the agenda of the next Special or Annual Town Meeting by the Board of Selectmen to be accepted and expended for a specific purchase by a majority vote unless the funds are allocated to the General Fund.

, or do or act anything in relation thereto.

MOTION MADE: To postpone indefinitely.

MOTION: TO POSTPONE INDEFINITELY VOTED UNANIMOUSLY.

MOTION: (as stated above) VOTED UNANIMOUSLY.

MOTION MADE: To Adjourn at 11:00 P.M the Annual Town Meeting to Tuesday, April 11, 2000 at 7:30 PM.

MOTION: VOTED UNANIMOUSLY.

Annual Town Meeting
Monday, April 10, 2000
Adjourned Session
Tuesday, April 11, 2000

At the Adjourned session of the Annual Town Meeting duly called and held in the P. Brent Trottier Middle School, Southborough, MA on Tuesday, April 11, 2000 at 7:30 PM the following ARTICLES were voted on in a legal manner. There was a quorum present (150 Voters= quorum, 166 Voters were present).

Checkers: Janet ME Mattioli Eleanor MacLauchlan
 Lois Denman Jennifer Juliano

The Meeting was called to order at 8:36 PM by the Town Moderator, John H. Wilson.

The following Tellers were appointed by Moderator Wilson and sworn-in by Town Clerk, Paul J. Berry:

Charles Aspesi
Thomas Burns
Marcia Hallwood
Arthur Lamy
Maryann Lamy
Karen Gadbois
Timothy McHugh
Stephen D. Morris

Tom Bacon, Land Owner, 165A Southville Road, Southborough/Westborough

There being no objections from the floor, it was voted to allow the above non-voters to remain.

The boundaries of the Auditorium were outlined by the Moderator to include all of the floor area. The cafeteria was set up for the non-registered (non-voting) public to view the Town Meeting from a television with live cable viewing of the Town Meeting.

Moderator Wilson noted the receipt of the return of the posting of the Adjourned Town Meeting Session of the Annual Town Meeting by the Constable.

ARTICLE 52: To see if the Town will authorize the transfer of the amounts paid by developers to the Planning Department and/or the Town in lieu of providing subsidized units within their development, by vote of the Board of Selectmen to transfer any or all of said monies to the Southborough Housing Authority upon the Southborough Housing Authority identifying a suitable property for purchase by the Southborough Housing Authority to include within the Southborough Housing Authority's existing programs, or do or act anything in relation thereto.

MOTION MADE: That the Town authorize the transfer of the amounts paid by developers to the Planning Department and/or the Town in lieu of providing subsidized units within their development, by vote of the Board of Selectmen to transfer any or all of said monies to the

Southborough Housing Authority upon the Southborough Housing Authority identifying a suitable property for purchase by the Southborough Housing Authority to include within the Southborough Housing Authority's existing programs.

MOTION: (as stated above) VOTED UNANIMOUSLY.

MOTION MADE: To move for Re-consideration of Article 48. 2/3 Vote Required.

MOTION FOR RE-CONSIDERATION OF ARTICLE 48 VOTED UNANIMOUSLY.

ARTICLE 48 MOTION: That the Town raise and appropriate the sum of \$29,500 for the purpose of purchasing one new, four wheel drive pick up truck and equipping the same for the Fire Department.

MOTION TO POSTPONE INDEFINITELY

MOTION TO POSTPONED INDEFINITELY VOTED UNANIMOUSLY.

ARTICLE 53: To see if the Town will vote to amend the Code of the Town of Southborough, Zoning Article I Section 174-2 Definitions subsection B. by adding the following definition:

Open Space – Open Space shall mean that portion of the lot area that is not covered by any structure and not used for drives, parking, storage or display. Wetlands, ponds and man-made retention areas shall not be considered open space for the purpose of calculating the requirements of this bylaw. Subsurface sewage disposal systems shall not be allowed within designated open space except that areas designated for reserve or expansion of an individual or shared system shall be allowed only if in the opinion of the Board of Health no other options are available or if in the opinion of the Planning Board it would be beneficial to the overall layout of the development. All open space shall be stabilized with natural vegetative cover. Open space shall be permanently protected by recorded deed.

, or do or act anything in relation thereto.

MOTION MADE: That the Town amend the Code of the Town of Southborough, Zoning Article I Section 174-2 Definitions subsection B. by adding the following definition:

Open Space – Open Space shall mean that portion of the lot area that is not covered by any structure and not used for drives, parking, storage or display. Wetlands, ponds and man-made retention areas shall not be considered open space for the purpose of calculating the requirements of this bylaw. Subsurface sewage disposal systems shall not be allowed within designated open space except that areas designated for reserve or expansion of an individual or shared system shall be allowed only if in the opinion of the Board of Health no other options are available or if in the opinion of the Planning Board it would be beneficial to the overall layout of the development. All open space shall be stabilized with natural vegetative cover. Open space shall be permanently protected by recorded deed. 2/3 vote required.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 54: To see if the Town will vote to amend the Zoning Code of the Town of Southborough by changing the following described areas from Residence B District to Highway Business District as follows:

Land located on the north side of Turnpike Road and east of Pleasant Street, identified as Map 39, Lots 16 & 17 of the Southborough Assessors' records, being 1.33 acres, more or less, and currently owned by John L. Mitchell.

, or do or act anything in relation thereto.

MOTION MADE: That the Town amend the Zoning Code of the Town of Southborough by changing the following described areas from Residence B District to Highway Business District as follows:

Land located on the north side of Turnpike Road and east of Pleasant Street, identified as Map 39, Lots 16 & 17 of the Southborough Assessors' records, being 1.33 acres, more or less, and currently owned by John L. Mitchell. 2/3 vote required.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 55: To see if the Town will vote to amend the Zoning Code of the Town of Southborough, Article V, Nonconforming Uses and Structures, Section 174-19. Extensions or Alterations to read as follows:

174-19. Extensions or alterations

- A. Nonconforming structures or uses shall not be extended or altered, except to make them conforming, unless the Board of Appeals authorizes such extension or alteration by special permit upon making findings as provided in § 174-9E.
- B. Single Family Residential Structures: In the following circumstances, alteration, reconstruction, extension or structural change to a single family residential structure shall not be considered an increase in the nonconforming nature of the structure and shall be permitted as of right:
 - 1) Alteration to a structure which complies with all current setbacks, lot coverage and building height requirements but is located on a lot with insufficient area; where the alteration will also comply with all of said current requirements;
 - 2) Alteration to a structure which complies with all current setbacks, lot coverage and building height requirements but is located on a lot with insufficient frontage, where the alteration will also comply with all of said current requirements;
 - 3) Alteration to a structure which encroaches upon one or more required setbacks, where the alteration will comply with all current setbacks, open, lot coverage and building height requirements. The provisions of this clause 3 shall apply regardless of whether the lot complies with current area and frontage requirements.

, or do or act anything in relation thereto.

MOTION MADE: That the Town amend the Zoning Code of the Town of Southborough, Article V, Nonconforming Uses and Structures, Section 174-19. Extensions or Alterations to read as follows:

174-19. Extensions or alterations

- A. Nonconforming structures or uses shall not be extended or altered, except to make them conforming, unless the Board of Appeals authorizes such extension or alteration by special permit upon making findings as provided in § 174-9E.
- B. Single Family Residential Structures: In the following circumstances, alteration, reconstruction, extension or structural change to a single family residential structure shall not be considered an increase in the nonconforming nature of the structure and shall be permitted as of right:
 - 1) Alteration to a structure which complies with all current setbacks, lot coverage and building height requirements but is located on a lot with insufficient area; where the alteration will also comply with all of said current requirements;
 - 2) Alteration to a structure which complies with all current setbacks, lot coverage and building height requirements but is located on a lot with insufficient frontage, where the alteration will also comply with all of said current requirements;
 - 3) Alteration to a structure which encroaches upon one or more required setbacks, where the alteration will comply with all current setbacks, open, lot coverage and building height requirements. The provisions of this clause 3 shall apply regardless of whether the lot complies with current area and frontage requirements. 2/3 vote required.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 56: To see if the Town will vote to delete the Zoning Code of the Town of Southborough, Article I, Miscellaneous Provisions, Section 174-2. Definitions and insert the following definition to read:

STRUCTURE – A man-made combination of materials assembled in a fixed location to give support or shelter or for any other purpose, including buildings, frameworks, platforms, sheds and the like, provided that signs, utility poles and small decorative or accessory structures not over three (3) feet in height or six (6) feet in any dimension, such as sculptures, mailboxes, birdbaths, benches and the like shall not be subject to the yard requirements of this chapter if located at least five (5) feet from side or rear lot lines. Fences that are not over six (6) feet in height shall not be considered structures.

, or do or act anything in relation thereto.

MOTION MADE: That the Town amend the Zoning Code of the Town of Southborough, Article I, Miscellaneous Provisions, Section 174-2 Definitions, Subsection B. by changing the following definition to read:

STRUCTURE – A man-made combination of materials assembled in a fixed location to give support or shelter or for any other purpose, including buildings, frameworks, platforms, sheds and the like, provided that signs, utility poles and small decorative or accessory structures not over three (3) feet in height or six (6) feet in any dimension, such as sculptures, mailboxes, birdbaths, benches and the like shall not be subject to the yard requirements of this chapter if located at least five (5) feet from side or rear lot lines. Fences that are not over six (6) feet in height shall not be considered structures.

2/3 vote required

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 57: To see if the Town will vote to amend the Zoning Code of the Town of Southborough, Article III, Section 174-11., "Signs" by changing the entire section to read as follows:

§ 174-11. Signs

A. **PURPOSE.** The Town of Southborough regulates and restricts the use of signs and other identification devices within the Town for the purpose of:

1. promoting public safety and convenience of the streets and roads, sidewalks and other pedestrian spaces, public property and private property within public view
2. preserving for the present and future inhabitants the natural, architectural and historical assets and other qualities which distinguish the Town as a highly desirable community,
3. protecting business viability, economic opportunity, property values, educational values, aesthetic integrity, village character, creativity and community appearance by exercising prudent control, and
4. encouraging compatibility and harmony with surrounding buildings, land and land uses.

B. **DEFINITIONS.** As used in this Section (**§174-11**), the following words and terms shall have and include the following meanings:

AGRICULTURAL SIGN – A sign which has wording that may be changed periodically to advertise products raised or grown principally on the premises.

AWNING SIGN – Any and every sign displayed on an awning or canopy. An Awning or Canopy is any device, fixed or retractable, of any material, which extends over or otherwise covers a sidewalk, courtyard, walkway, eating area, driveway, or other area or space whether that area or space is intended for pedestrians, vehicles or other purposes.

BANNER – Any and every sign whatever the nature of the material or manner of composition, message or design, frequently displayed on a pole or staff which can be

free standing or attached to a building or structure, and temporary or removable in nature. Official flags of governmental jurisdictions properly displayed shall not be considered as banners or otherwise considered as signs for the purposes of this Zoning Bylaw.

BUSINESS ESTABLISHMENT – Each separate place of business whether or not consisting of one or more buildings.

FAÇADE OF THE BUSINESS ESTABLISHMENT – That portion of the building wall facing a street or containing a public entrance, which corresponds to the height and width of the interior space rented or owned by the tenant of the business establishment.

HEIGHT - The maximum vertical distance measured from the finished grade to the highest point of the sign or its supporting structure, whichever is higher.

INTERNAL ILLUMINATED SIGN - Each and every sign which utilizes translucent panels, canvas or other fabric, letters, devices including gas filled luminous tubes or other similar components to create an image by allowing light to pass through.

LEGAL NON-COMFORMING SIGN – Any non-conforming sign legally erected prior to the adoption of this section, or any amendment thereof.

MOVING SIGNS – Any and every sign any part of which moves, is designed to move, or to be moved, by any means.

ROOF SIGN – Any and every sign located above, or projecting above, the apex of the roof or the top of a parapet wall of any building, or which is painted or otherwise attached or affixed to a roof.

SIGN – Any letter, word, symbol, drawing, picture, design, device, article or object that advertises, calls attention to or indicates any premises, persons, products, businesses or activities, or that conveys or is intended to convey any message whatever the nature of the material and manner of composition or construction. (Historical date plaques and markers approved by the Historical Commission and flags and insignias of governmental jurisdictions shall not be considered signs except when displayed for the purpose of commercial promotion.)

STANDING SIGN – Any and every freestanding sign erected on or affixed to the land and includes any and every sign that is not attached to a building.

TEMPORARY SIGNS – Any and every sign which by its design and/or use is temporary in nature, frequently composed of paper, posterboard and/or cardboard or other material attached so as to be visible through windows and glass doors or otherwise displayed on a property, typically containing messages relative to sale, lease, rental or construction of property, garage or yard sales and similar occasional uses, special sales, bazaars, dinners or other events.

TRAFFIC SIGNS – Any sign limited solely to directing traffic within or setting out restrictions on the use of parking areas.

TRAILER OR VEHICLE SIGNS – For the purposes of this Sign Bylaw a vehicle, motor vehicle or self-propelled vehicle shall be considered and regulated as a sign when or under such circumstances any such vehicle is not engaged in the usual business or work of the owner or lessee but is used for advertising purposes.

WALL SIGN – Any and every sign attached to a building and not considered to be a roof sign or window sign.

WINDOW SIGN – Any and every sign consisting of individual letters or graphics painted or otherwise similarly affixed directly to, or hanging behind, the glass surface of a window or door and designed to be visible from the outside of any building.

C. GENERAL PROVISIONS

1. **PERMIT NOT REQUIRED.** The following types of signs do not require a permit from the Inspector of Buildings:
 - a. Signs not exceeding four (4) square feet in area and bearing only property numbers, or names of residents of premises.
 - b. Flags and insignia of any government, except when displayed in connection with commercial promotion.
 - c. Legal notices, identification information or direction signs erected by governmental bodies.
 - d. Integral decorative or architectural features of buildings, except letters, trademarks, moving parts or moving lights.
 - e. Signs directing and guiding traffic and parking on private property, but bearing no advertising matter.
 - f. In accordance with M.G.L. Chap. 94, section 295c. standard gasoline fuel pump signs on service station fuel pumps bearing thereon in usual size and form the name, type and price of the gasoline.
 - g. Open/Closed signs not exceeding 2' x 3'; 1 per business.
 - h. Open flags, not exceeding 3' x 5' and not containing any promotional logos or advertising; 1 per business.
 - i. Temporary signs.
2. **BASIC REQUIREMENTS, ALL DISTRICTS**
 - a. The only signs allowed in the Town of Southborough are signs that advertise, call attention to or indicate the person occupying

the premises on which the sign is erected or maintained or the business transacted thereon or that advertise the property itself or any part thereof as for sale or rent and which contain no other matter.

- b. Billboards and similar signs are specifically prohibited.
- c. Flashing, moving, changing message and animated signs are prohibited
- d. No sign may be illuminated between 10:00 PM and 6:00 AM except signs identifying police or fire stations or businesses open to serve the public on site.
- e. "No hunting, fishing, etc.," signs exceeding one (1) square foot are prohibited.
- f. Permits. No sign shall be erected or altered on the exterior of any building or on any land unless and until application for the erection or alteration of such sign has been filed with the Building Inspector, with such information and drawings as he may require, and permit for the erection of the sign has been issued by him.
- g. No sign may depict or represent any sexual conduct or state of sexual excitement as defined in G.L. c.272, Section 31, nor shall any such representations or depictions be placed upon or within the windows or walls of the premises so as to be visible to the public from the exterior of the premises.
- h. Banners, pennants, streamers, ribbons, spinners and other moving, fluttering, revolving or changing devices and strings of lights shall not be used as signs or parts thereof, provided that lights may be used as part of a religious celebration not connected to commercial promotion, and further provided that banners or similar devices may be used for temporary political signs.

3. ILLUMINATION OF SIGNS. Illumination shall be by white, steady, stationary light shielded and directed solely (or by silhouette) at the sign. The foregoing is applicable to signs exterior to a building and to permanent interior signs designed to be visible through a door or window. No sign may utilize translucent panels, canvas or other fabric, letters, devices or other similar components to create an image by allowing light to pass through, except for businesses fronting on Route 9. The light, whether internal or illuminating the sign from the outside, shall not be placed, directed or arranged so as to throw a beam of light, glare or reflection on any street or highway, walk, or nearby properties

of others in such a manner as to create a traffic hazard or nuisance. Illuminated signs are prohibited in residential and conservation districts.

4. MAXIMUM NUMBER OF SIGNS ALLOWED. Unless otherwise provided herein there shall be not more than two of the four following types of signs: wall, window, standing, or awning for each business establishment with the following exceptions:
 - a. If a business establishment has more than one public entrance at street level there may be additional signs at each such entrance, other than the wall to which the principal sign is attached. Such signs shall not exceed 15 square feet or 10% of the façade of the business establishment whichever is less. If a business establishment consists of more than one building, a secondary sign, not exceeding 15 square feet or 10% of the façade of the business establishment, whichever is less, may be affixed to a wall of each such building, not including the building to which the principal sign is attached.
 - b. In addition to the foregoing sign or signs, one directory of the business establishments occupying a building may be attached to the exterior wall of the building at each public entrance to the building. Such directory shall not exceed an area determined on the basis on one square foot for each establishment occupying the building or six square feet in total area, whichever is less.
5. MAXIMUM AREA OF SIGNS ALLOWED. For purposes of determining the maximum size limitations, any intermediary removable surface to which a sign is attached shall be deemed part of the sign; and any sign composed of separate letters, numbers or symbols cut into or attached to a wall or painted on or otherwise attached to an awning, canopy or window shall be deemed to the extreme limits of the sign. A two-sided sign, with messages on opposite sides (back-to-back), will be deemed to be one (1) sign; a sign with faces at an angle to each other shall be deemed to consist of several signs, one (1) for each direction faced.
- The sum of the areas of wall, window and awning signs of a business in the aggregate shall not exceed the lesser of the following two amounts:
 - a. 10% of the façade of the business establishment;
 - b. 50 square feet in Districts fronting on streets other than Route 9, or 75 square feet in Districts fronting on Route 9.
6. NON-CONFORMING SIGNS. Any legal non-conforming sign may continue to be maintained but shall not be enlarged, reworded, redesigned or altered in any way unless it is brought into conformity with these requirements. Any such sign which has been destroyed or

damaged to such an extent that the cost of restoration would exceed 35 percent of the replacement value of the sign at the time of the destruction or damage, shall not be repaired or rebuilt or altered unless in conformity with this section.

The exemption herein granted shall terminate with respect to any sign which:

- a. shall have been abandoned for six months or more; or
- b. advertises or calls attention to any products, businesses or activities which have not been carried on or sold for six months or more; or
- c. shall not have been repaired or properly maintained within 60 days after notice to that effect has been given by the Inspector of Buildings.

7. CONSTRUCTION AND MAINTENANCE. No sign shall be painted or posted directly on the exterior surface of any wall or roof. All signs must be painted, posted or otherwise securely attached to a substantial intermediary removable surface which shall be securely attached to the building. The foregoing, however, shall not prevent installation of a sign consisting of individual letters or devices securely attached to the building. The material and construction of any sign and intermediary surface and the manner of attaching the sign to the intermediary surface and the intermediary surface to the wall of the building shall be in accordance with applicable provisions of the State Building Code. All signs, together with their structural elements, shall be kept in good repair and in proper state or preservation to the reasonable satisfaction of the Inspector of Buildings. The Inspector of Buildings may order the removal of any sign that is not maintained in accordance with the provisions of this Zoning Bylaw.
8. ROOF SIGNS. No sign shall be erected or maintained on the roof of any building or structure in any district.
9. STANDING SIGNS. No standing sign shall be erected if, in the opinion of the Building Inspector, it creates a safety hazard to vehicular or pedestrian traffic.
10. WALL SIGNS. A wall sign shall be parallel to or perpendicular to a wall of the building and shall not project beyond the face of any other wall of the building, or above the top of the wall to which attached. A wall sign shall not project more than one foot, in the case of a sign parallel to the wall, or four feet in the case of a sign perpendicular to the wall, from the face of the wall to which attached, provided that in no case shall a perpendicular sign project into, on or over a public sidewalk, street or way.
11. TEMPORARY SIGNS. Temporary signs shall be removed promptly after the sale, event or reason for the sign message has been concluded.

Temporary signs shall not be maintained for more than a 30-day period, except as may be otherwise specifically provided below, as determined by the Inspector of Buildings, unless proper sign permits have been obtained. A temporary sign erected for the purpose of the sale, lease, rental or construction of real estate is not subject to the 30 day display limitation but shall be removed promptly after such sale, lease, rental or construction has been effected or completed. Temporary signs pertaining to construction shall not be erected prior to the commencement of work.

12. TRAFFIC SIGNS. The regulations contained herein shall not apply to traffic signs not exceeding four square feet in area.
13. GASOLINE FILLING STATIONS AND GARAGES. Gasoline filling stations and garages may, if they elect to do so, divide the principal sign area, to which they are entitled into separate signs attached to and parallel to the wall to which the principal sign may be attached and indicating the separate operations or departments of the business, provided, however, that the total size of the separate signs shall not exceed the maximum size permitted under this section for a single exterior sign on such wall. Signs displayed on structural canopies over gasoline pumps or gasoline pump islands shall be regulated as wall signs.
14. AGRICULTURAL SIGNS. One (1) sign not to exceed thirty-two (32) square feet shall be allowed and the wording may be changed periodically to advertise products raised or grown principally on the premises.
15. AWNING SIGNS. The following provisions shall apply to all awning signs:
 - a. Awning signs may only be located at the first floor level and must be painted on or attached flat against the surface of the awning or canopy and shall not extend beyond the valance or any other part of the awning or canopy nor be attached to or displayed on the sides or underside;
 - b. The area of an awning sign shall not exceed 25% of the surface area of the awning or canopy eligible for placement of signs;
 - c. Awning signs shall not be back lit or internally illuminated; and
 - d. Awning signs shall not be used in combination with wall signs except as provided below.

An awning sign which:

1. consists of letters only, not more than eight inches (8") in height and includes no other form of graphic, logo or symbol; and
2. is located only on the valance of the awning or canopy and no other sign, graphic, logo or symbol is displayed on the awning or canopy; and
3. does not occupy more than 50% of the horizontal length of the valance of the awning or canopy,

shall not be subject to the limitations of C. General Provisions, Paragraph 4 - MAXIMUM NUMBER OF SIGNS ALLOWED; Paragraph 5 - MAXIMUM AREA OF SIGNS ALLOWED.

D. SIGN REGULATIONS. (See notes at end of Section D)

Sign Type	Maximum Height	Maximum Area	Maximum Number
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RESIDENTIAL¹, CONSERVATION DISTRICTS, RESEARCH, SCIENTIFIC AND PROFESSIONAL DISTRICT

Standing or Wall	6 feet	4 sq. ft.	1 per lot
Temporary	6 feet	6 sq. ft.	1 per lot

BUSINESS VILLAGE DISTRICT

Standing	10 feet	25 sq. ft.	1 per building
Wall	15 feet	25 sq. ft.	1 per business
Awning	-----	25% of awning or canopy ²	1 per business
Temporary	10 feet	15 sq. ft.	1 per building

HIGHWAY BUSINESS, INDUSTRIAL, INDUSTRIAL PARK DISTRICTS FRONTING STREETS OTHER THAN ROUTE 9

Standing	15 feet	75 sq. ft.	1 per lot
Wall	20 feet	50 sq. ft.	1 per business
Window (permanent)	-----	10 sq. ft. ³	1 per business
Awning		25% of awning or canopy ²	1 per business
Temporary Window		25% of window ⁴	
Temporary	10 feet	25 sq. ft.	1 per lot

HIGHWAY BUSINESS, INDUSTRIAL, INDUSTRIAL PARK DISTRICTS FRONTING ROUTE 9

Standing	25 feet	100 sq. ft.	1 per lot
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Wall	20 feet	75 sq. ft. ²	1 per business
Window (permanent)		10 sq. ft. ³	1 per business
Awning		25% of awning or canopy ²	1 per business
Temporary Window		25% of window ⁴	
Temporary	10 feet	25 sq. ft.	1 per lot

MUNICIPAL, STATE, FEDERAL OR PRIVATE EDUCATIONAL
INSTITUTION, RELIGIOUS INSTITUTION WITHIN A
RESIDENTIAL DISTRICT

Standing	6 feet	10 sq. ft.	1 per lot
Wall	15 feet	10 sq. ft.	1 per building
Awning Sign – not allowed			
Temporary	6 feet	12 sq. ft.	1 per lot

Notes:

- 1 - Residential development within other districts in Town must comply with the sign regulations for residential district.
- 2 - Or 10% of the total area of the façade of the business establishment, whichever is less.
- 3 - Or 10% of the total area of exterior area of exterior windows of the business establishment excluding doors, whichever is less.
- 4 – Paper or posterboard only. Such signs shall not be placed on any window with a permanent window sign.

E. SPECIAL PERMITS FOR SIGNS. The Board of Appeals shall consider requests for special permits in accordance with § 174-9, § 174-11 and §174-25 of this Zoning bylaw. The Board of Appeals may grant a special permit for a sign not meeting limitations of sign height, maximum number of signs allowed, illuminations of signs, maximum area of signs allowed, and minimum setback, provided however, that the sign is otherwise in compliance with the provisions of this Section. In no case, however, shall approval be granted for:

1. A wall sign which exceeds in height the top of the wall;
2. A sign in a Residential District except that a Special Permit may be granted for a sign at a legal nonconforming use.
3. A standing sign in Districts other than Residential, Conservation, Research, Scientific & Professional Districts which exceeds in height:
 - 15' in the Business Village Districts
 - 20' in Districts other than Business Village Districts fronting on streets other than Route 9
 - 25' in Districts other than Business Village Districts fronting on Route 9

or exceeds in area:

- 35 square feet in the Business Village Districts
- 75 square feet in Districts other than Business Village Districts fronting on streets other than Route 9
- 200 square feet in Districts other than Business Village Districts fronting on Route 9.

4. A wall sign in Districts other than Residential, Conservation, Research, Scientific & Professional Districts which exceeds in area:

- 35 square feet in Business Village Districts
- 75 square feet in Districts other than Business Village Districts fronting on streets other than Route 9
- 100 square feet in Districts other than Village Business Districts fronting on Route 9.

The Board of Appeals will not act on any special permit or variance application without first receiving a written report from the Planning Board. A favorable report of the Planning Board shall indicate that:

1. Sign scale is determined to be in reasonable relation to development scale, viewer distance and travel speed, and sign sizes on nearby structures.
2. Sign size, shape, and placement serves to define or enhance architectural elements of the building such as columns, sill lines, cornices, and roof edges, and do not unreasonably interrupt, obscure, or hide them.
3. Sign design is in harmony with other signage on the same or adjacent structures, and provides reasonable continuity in mounting location and height, proportions and materials.
4. Sign materials, colors, lettering style, illumination and form are reasonably compatible with building design, neighborhood context and use.
5. Sign size, location, design and illumination are not judged to present a safety hazard to vehicular or pedestrian traffic. An unfavorable report of the Planning Board shall indicate which of the above criteria were not met and shall state what modifications to the sign or signs could be made to render a favorable report.

2/3 vote required

ARTICLE 57 MOTION MADE: That the Town will vote to amend the Zoning Code of the Town of Southborough, Article III, Section 174-11., "Signs" by changing the entire section to read as the words in the Article.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 58: To see if the Town will vote to accept a transfer of land from the Town of Westborough in the amount of approximately 9.5 acres identified in Westborough Assessors' records as a portion of Map 24, Parcels 14, 14A, 14B and 14C. The property is landlocked and does not have frontage or access on an existing way in Westborough and is the subject of a proposed subdivision accessible only from the Town of Southborough, or do or act anything in relation thereto.

MOTION MADE: That the Town accept a transfer of land from the Town of Westborough in the amount of 6.92 acres identified in Westborough Assessors' records as Map 24, Parcels 13, 14A, 14B and 14C and a portion of Parcel 14 as shown on the plan entitled "proposed town line change" prepared by Connorstone Consulting Civil Engineers and dated February 25, 2000.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 59: To see if the Town will vote to accept as a public way Oland Lane described on a plan entitled "Roadway Acceptance Plan, Oland Lane" dated November 10, 1999 by Connorstone Consulting Civil Engineers and Land Surveyors, of Northborough, MA, or do or act anything in relation thereto.

MOTION MADE: That the Town accept as a public way Oland Lane described on a plan entitled "Roadway Acceptance Plan, Oland Lane" dated November 10, 1999 by Connorstone Consulting Civil Engineers and Land Surveyors, of Northborough, MA.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 60: To see if the Town will vote to accept as a public way Whistler Lane described on a plan entitled "Plan of Acceptance, Whistler Lane" dated February 4, 1999 by Highland Land Surveyors, Inc. of Marlborough, MA, or do or act anything in relation thereto.

MOTION MADE: That the Town accept as a public way Whistler Lane described on a plan entitled "Plan of Acceptance, Whistler Lane" dated February 4, 1999 by Highland Land Surveyors, Inc. of Marlborough, MA

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 61: To see if the town will vote to accept as a public way Hidden Meadow Lane described on a plan entitled "Acceptance Plan of Hidden Meadow Lane" prepared by Allen Paige RPE, RPL, dated February 22, 1999, or do or act anything in relation thereto.

MOTION MADE: That the Town accept as a public way Hidden Meadow Lane described on a plan entitled "Acceptance Plan of Hidden Meadow Lane" prepared by Allen Paige RPE, RPL, dated February 22, 1999.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 62: To see if the Town will vote to accept as a public way Stockwell Lane described on a plan entitled "Road Acceptance Plan of Land" dated February 18, 1999 by Eastern Land Survey Associates, Inc. of Peabody, MA, or do or act anything in relation thereto.

MOTION MADE: That the Town accept as a public way Stockwell Lane described on a plan entitled "Road Acceptance Plan of Land" dated February 18, 1999 by Eastern Land Survey Associates, Inc. of Peabody, MA.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 63: To see if the Town will vote to accept a gift of land described as Open Space on the subdivision plans entitled "The Highlands" prepared by MetroWest Engineering, Inc. dated February 6, 1995 and revised through April 28, 1995, and further described in the Southborough Assessors records as Map 8, Parcel 103. The land, currently owned by Atwood Road Realty Trust, totaling approximately 11.46 acres, shall be placed under the jurisdiction of the Conservation Commission, or do or act anything in relation thereto.

MOTION MADE: That the Town accept a gift of land described as Open Space on the subdivision plans entitled "The Highlands" prepared by MetroWest Engineering, Inc. dated February 6, 1995 and revised through April 28, 1995, and further described in the Southborough Assessors records as Map 8, Parcel 103. The land, currently owned by Atwood Road Realty Trust, totaling approximately 11.46 acres, shall be placed under the jurisdiction of the Conservation Commission.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 64: To see if the Town will vote to accept as a public way Fitzgerald Lane described on a plan entitled "Road Acceptance Plan of Land" dated February 18, 1999 by Eastern Land Survey Associates, Inc. of Peabody, MA, or do or act anything in relation thereto.

MOTION MADE: That the Town accept as a public way Fitzgerald Lane described on a plan entitled "Road Acceptance Plan of Land" dated February 18, 1999 by Eastern Land Survey Associates, Inc. of Peabody, MA.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 65: To see if the Town will vote to accept as a public way a portion of Ledge Hill Road (portion of) described on a plan entitled "Acceptance Plan of a Portion of Ledge Hill Road in Southborough, Mass." Prepared by Highland Land Surveyors, Inc. of Marlborough, MA and dated September 1994, or do or act anything in relation thereto.

MOTION MADE: That the Town accept as a public way a portion of Ledge Hill Road (portion of) described on a plan entitled "Acceptance Plan of a Portion of Ledge Hill Road in Southborough, Mass." Prepared by Highland Land Surveyors, Inc. of Marlborough, MA and dated September 1994.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 66: To see if the Town will vote to accept as a public way Candlewood Lane described on a plan entitled "Roadway Acceptance Plan Candlewood Lane in Southborough, MA" by Aaberg Associates, Inc. dated Dec. 7, 1999, or do or act anything in relation thereto.

MOTION MADE: To Postpone Indefinitely.

MOTION PASSED TO POSTPONE INDEFINITELY.

ARTICLE 67: To see if the Town will vote to accept as a public way Beechwood Lane described on a plan entitled "Roadway Acceptance Plan Beechwood Lane in Southborough, MA" by Aaberg Associates, Inc. dated Dec. 7, 1999, or do or act anything in relation thereto.

MOTION MADE: To Postpone Indefinitely.

MOTION PASSED TO POSTPONE INDEFINITELY.

ARTICLE 68: To see if the Town will vote to accept as a public way Wildwood Drive described on a plan entitled "Roadway Acceptance Plan Wildwood Drive in Southborough, MA" by Aaberg Associates, Inc. dated Dec. 7, 1999, or do or act anything in relation thereto.

MOTION MADE: That the Town accept as a public way Wildwood Drive described on a plan entitled "Roadway Acceptance Plan Wildwood Drive in Southborough, MA" by Aaberg Associates, Inc. dated Dec. 7, 1999.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 69: To see if the Town will vote to accept as a public way Southwood Drive (station 0+00 to 19+44.52) described on a plan entitled "Roadway Acceptance Plan Southwood Drive Station 0+00 to 19+44.52 in Southborough, MA" by Aaberg Associates, Inc. dated Dec. 7, 1999, or do or act anything in relation thereto.

MOTION MADE: That the Town accept as a public way Southwood Drive (station 0+00 to 19+44.52) described on a plan entitled "Roadway Acceptance Plan Southwood Drive Station 0+00 to 19+44.52 in Southborough, MA" by Aaberg Associates, Inc. dated Dec. 7, 1999.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 70: To see if the Town will vote to accept as a public way Southwood Drive (station 19+44.52 to 27+23.01) described on a plan entitled "Roadway Acceptance Plan Southwood Drive Station 19+44.52 to 27+23.01 in Southborough, MA" by Aaberg Associates, Inc. dated Dec. 17, 1999, or do or act anything in relation thereto.

MOTION MADE: To postpone indefinitely.

MOTION PASSED TO POSTPONE INDEFINITELY.

ARTICLE 71: To see if the Town will vote to grant to 153 Cordaville Road LLC, its successors or assigns (for the benefit of the parcel of land identified in the Southborough Assessors Record as Map 28, Lot 1, which contains 43,560 s.f. of land) a nonexclusive perpetual easement over

and through town-owned land for installation of utilities and services and to be used in common with the Town of Southborough and others for all purposes for which ways are used in the Town of Southborough, said land being described as follows:

A parcel of land located on the westerly side of Cordaville Road as shown on a plan on file with the Town Clerk entitled "Easement Plan of Land (Town Garage) in Southborough, Mass" dated 2/7/00.

and that the Board of Selectmen be and are hereby authorized to execute and deliver a deed therefor, or do or act anything in relation thereto.

MOTION MADE: That the Town grant to 153 Cordaville Road LLC, its successors or assigns (for the benefit of the parcel of land identified in the Southborough Assessors Record as Map 28, Lot 1, which contains 43,560 s.f. of land) a nonexclusive perpetual easement over and through town-owned land for installation of utilities and services and to be used in common with the Town of Southborough and others for all purposes for which ways are used in the Town of Southborough, said land being described as follows:

A parcel of land located on the westerly side of Cordaville Road as shown on a plan on file with the Town Clerk entitled "Easement Plan of Land (Town Garage) in Southborough, Mass" dated 2/7/00.

and that the Board of Selectmen be and are hereby authorized to execute and deliver a deed therefor.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 72: To see if the Town will authorize the Board of Selectmen to appoint a Town Counsel Advisory Committee to review the legal advice and opinions of Town Counsel and to advise the Selectmen regarding the same, and to perform all acts necessary to carry out the purpose of this vote. The Town Counsel Advisory Committee shall consist of three members. Each member shall serve for a term of three years, except that upon initial establishment of said Committee, one member shall serve for one year, one member shall serve for two years and one member shall serve for three years, as appointed by the Board of Selectmen. The chairperson of the Town Counsel Advisory Committee shall be selected by the Board of Selectmen. Each member shall reside in the Town of Southborough and must be one of the following occupations: law professor, retired judge or practicing attorney. The Town Counsel Advisory Committee shall be deemed to be a public body for the purposes of the Open Meeting Law and shall meet on an as-needed basis and shall report to the Board of Selectmen upon request of the Board of Selectmen, and at the Annual Town Meeting or Special Town Meeting, or do or act anything in relation thereto.

MOTION MADE: That the Town authorize the Board of Selectmen to appoint a Town Counsel Advisory Committee to review the legal advice and opinions of Town Counsel and to advise the Selectmen regarding the same, and to perform all acts necessary to carry out the purpose of this vote. The Town Counsel Advisory Committee shall consist of three members. Each member shall serve for a term of three years, except that upon initial establishment of said Committee, one member shall serve for one year, one member shall serve for two years and one member shall serve for three years, as appointed by the Board of Selectmen. The chairperson of the

Town Counsel Advisory Committee shall be selected by the Board of Selectmen. Each member shall reside in the Town of Southborough and must be one of the following occupations: law professor, retired judge or practicing attorney. The Town Counsel Advisory Committee shall be deemed to be a public body for the purposes of the Open Meeting Law and shall meet on an as-needed basis and shall report to the Board of Selectmen upon request of the Board of Selectmen, and at the Annual Town Meeting or Special Town Meeting.

MOTION: DEFEATED BY MAJORITY VOTE.

ARTICLE 73: To see if the Town will authorize the Board of Assessors to use free cash in the Town treasury, and if so, what sum for the purpose of reducing the amount to be raised and appropriated and assessed as taxes in the fiscal year beginning July 1, 2000 and ending June 30, 2001, or do or act anything in relation thereto.

MOTION MADE: To Postpone Indefinitely.

MOTION PASSED TO POSTPONE INDEFINITELY.

At 9:35 PM on Tuesday, April 11, 2000 it was **MOVED** and **UNANIMOUSLY VOTED** to **DISSOLVE** the Annual Town Meeting of April 10, 2000 and the Adjourned Session of Tuesday, April 11, 2000.

A true copy:

Attest: _____
PAUL J. BERRY, TOWN CLERK

Special Town Meeting
Monday, September 11, 2000

At the Special Town Meeting duly called and held in the P. Brent Trottier Middle School, Southborough, MA on Monday, September 11, 2000 at 7:00 PM the following ARTICLES were voted on in a legal manner. There was a quorum present (150 Voters quorum, 322 Voters were present).

Checkers:	Janet ME Mattioli	Lidia Kiley
	Lois Denman	Bonnie Phaneuf

The Meeting was called to order at 7:35PM by the Town Moderator, John H. Wilson.

The following Tellers were appointed by Moderator Wilson and sworn-in by Town Clerk, Paul J. Berry:

Christopher Spellman
Joseph E. Hubley
Frank A. Fazio
Karen Gadbois

Moderator Wilson had requests from the following non-voters to attend the Special Town Meeting:

Mr. Antonio Fernandes, Assistant Superintendent of Schools for Northborough-Southborough
John Mauro, Fire Department

There being no objections from the floor, it was voted to allow the above non-voters to remain.

The boundaries of the Auditorium were outlined by the Moderator to include all of the floor area.

Moderator Wilson noted the receipt of the return of the posting of the Warrant for the Special Town Meeting by the Constable.

It was voted Unanimously to waive the reading of the Special Town Meeting Warrant.

ARTICLE 1: To see if the Town will vote to raise and appropriate, or take from available funds and appropriate, the sum of \$5,000 for the purpose of compensating qualified senior citizens for services rendered to the Town pursuant to an agreement for services to be formulated and approved by the Board of Selectmen per Massachusetts Acts of 1999, Chapter 127, Section 59, or do or act anything in relation thereto.

MOTION MADE: That the Town transfer from overlay reserve and appropriate, the sum of \$5,000 for the purpose of compensating qualified senior citizens for services rendered to the Town pursuant to an agreement for services to be formulated and approved by the Board of Selectmen per Massachusetts Acts of 1999, Chapter 127, Section 59.

MOTION: AS STATED ABOVE VOTED UNANIMOUSLY.

ARTICLE 2: To see if the Town will vote to raise and appropriate, or take from available funds and appropriate, the sum of \$12,631 to pay an unpaid Fiscal Year 2000 bill of Bowditch & Dewey, Attorneys, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$12,631 to pay an unpaid Fiscal Year 2000 bill of Bowditch & Dewey, Attorney's. 9/10 vote required

MOTION VOTED: 175 IN FAVOR, 67 OPPOSED. MOTION FAILS.

ARTICLE 3: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, a sum of money for the purpose of purchasing one new, four wheel drive pickup truck and equipping the same for the Fire Department, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate \$20,000 for the purpose of purchasing one used four wheel drive pickup truck and equipping the same for the Fire Department.

MOTION: AS STATED ABOVE ON ARTICLE 3 IS VOTED UNANIMOUS.

MOTION: TO RECONSIDER ARTICLE 2. NEED 2/3 VOTE TO RECONSIDER.

MOTION MADE: TO MOVE THE QUESTION. 2/3 VOTE NEEDED.

VOTED UNANIMOUSLY.

THE QUESTION IS MOVED.

MOTION MADE: TO MOVE THE QUESTION TO THE FLOOR.

MOTION: PASSED BY A MAJORITY VOTE.

MOTION TO RECONSIDER ARTICLE 2 PASSED WITH A 2/3 VOTE OF 216 YES TO 34 NO.

ARTICLE 2 IS RECONSIDERED.

MOTION MADE: That the Town raise and appropriate the sum of \$12,631 to pay an unpaid Fiscal Year 2000 bill of Bowditch & Dewey, Attorney's. 9/10 vote required

MOTION: PASSED: 37 YES 3 NO.

ARTICLE 4: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, a sum of money to add an amount to the appropriation approved in Article 7, ATM 4/10/00 for additional funds for the Fire Department operating budget, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate \$85,778 to add to the appropriation approved in Article 7, ATM 4/10/00 for additional funds for the Fire Department operating budget.

MOTION PASSED BY A MAJORITY VOTE ON ARTICLE 4.

ARTICLE 5: To see if the Town will vote to amend the Code of the Town of Southborough, Article III, Section 174-8.2; Residence A District; subsection D.(5) to read: Maximum floor area ratio: fifteen-hundredths (.15), or do or act anything in relation thereto.

MOTION MADE: To indefinitely postpone Article 5.

MOTION VOTED: TO INDEFINITELY POSTPONE ARTICLE 5 UNANIMOUS.

ARTICLE 6: To see if the Town will vote to amend the Code of the Town of Southborough, Article III, Section 174-8.3; Residence B District; subsection D. (5) to read: Maximum floor area ratio: eighteen-hundredths (.18), and subsection E. (5) to read: Maximum floor area ratio: twenty-hundredths (.20), or do or act anything in relation thereto.

MOTION MADE: To indefinitely postpone this article.

MOTION VOTED: TO INDEFINITELY POSTPONE ARTICLE 6 UNANIMOUS.

ARTICLE 7: To see if the Town will vote to accept as a public way Candlewood Lane described on a plan entitled "Roadway Acceptance Plan Candlewood Lane in Southborough, MA" by Aaberg Associates, Inc. dated Dec. 7, 1999, or do or act anything in relation thereto.

MOTION MADE: That the Town accept as a public way Candlewood Lane described on a plan entitled "Roadway Acceptance Plan Candlewood Lane in Southborough MA" by Aaberg Associates, Inc. dated Dec. 7, 1999.

MOTION VOTED: UNANIMOUS.

ARTICLE 8: To see if the Town will vote to accept as a public way Beechwood Lane described on a plan entitled "Roadway Acceptance Plan Beechwood Lane in Southborough, MA" by Aaberg Associates, Inc. dated Dec. 7, 1999, or do or act anything in relation thereto

MOTION MADE: To indefinitely postpone Article 8.

MOTION VOTED: INDEFINITELY POSTPONE ARTICLE 8 UNANIMOUS.

ARTICLE 9: To see if the Town will vote to accept as a public way Southwood Drive (station 19+44.52 to 27+23.01) described on a plan entitled "Roadway Acceptance Plan Southwood Drive Station 19+44.52 to 27+23.01 in Southborough, MA by Aaberg Associates, Inc. dated Dec. 17, 1999, or do or act anything in relation thereto.

MOTION MADE: That the Town accept as a public way Southwood Drive (station 19+44.52 to 27+23.01) described on a plan entitled "Roadway Acceptance Plan Southwood Drive Station 19+44.52 to 27+23.01 in Southborough, MA by Aaberg Associates, Inc. dated Dec. 17, 1999.

MOTION VOTED: UNANIMOUS.

ARTICLE 10: To see if the Town will vote to raise and appropriate, transfer from available funds and appropriate, or borrow and appropriate, a sum of money for the additional costs associated with the continued planning, diagnostic testing and evaluation on the Neary, Trottier

and Woodward school sites needed by the Temporary School Building Planning Committee in order to present proposals to the Town relative to both a three school option and/or a four school option for grades Kindergarten through 8, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate \$18,500 for the additional costs associated with the continued planning, diagnostic testing and evaluation on the Neary, and Trottier school sites needed by the Temporary School Building Planning Committee in order to present proposals to the Town relative to both a three school option and/or a four school option for grades Kindergarten through 8.

MOTION VOTED: UNANIMOUS.

ARTICLE 11: To see if the Town will vote to accept as a gift, a parcel of land north of the Massachusetts Turnpike and off of Route 85 described as Parcel II in a deed from the Fisher Family Trust to Alfred R. Watkins and recorded in the Worcester Registry of Deeds Book 22854, Page 172, and further described in the Southborough Assessors records as Map 14, Parcel 12. The land is currently owned in fee by Alfred R. Watkins and contains approximately 9.67 acres and is offered for recreational purposes, or do or act anything in relation thereto.

MOTION MADE: That the Town accept as a gift, a parcel of land north of the Massachusetts Turnpike and off of Route 85 described as Parcel II in a deed from the Fisher Family Trust to Alfred R. Watkins and recorded in the Worcester Registry of Deeds Book 22854m Page 172, and further described in the Southborough Assessors records as Map 14, Parcel 12. The land is currently owned in fee by Alfred R. Watkins and contains approximately 9.67 acres and is offered for recreational purposes.

MOTION VOTED: UNANIMOUS.

ARTICLE 12: To see if the Town will vote to amend the Northborough-Southborough Regional School Agreement as follows:

- 1) Add to definition of Capital costs in Section IV(b) "or replacement thereof," to read accordingly:

"(b) Capital costs shall include all expenditures relating to capital outlay such as payment of principal and interest on bonds or other obligations issued by the District, and any other expenses associated with the acquisition of real estate, the construction and improvement of buildings, grading, purchase of equipment, and other activities incident to placing in operation the original school plant and any subsequent additions and improvements thereto, or replacement thereof."

- 2) Add to definition of Operating costs in Section IV(c) "all operating costs borne by either the Town of Northborough or the Town of Southborough attributed to services or maintenance provided to the high school," to read accordingly:

"(c) Operating costs shall include all other costs such as salaries, wages, supplies, texts, repair and maintenance expenditures, interest on notes issued in anticipation of revenue, all operating costs borne by either the town of Northborough or the Town of Southborough attributed to services or maintenance provided to the high school (effective Fiscal Year 2002), and other costs incurred in the day-to-day operation of the school."

3) Delete Section IV, Clause (d), in its entirety together with all previous amendments and substitute the following:

"Payment for capital costs incurred on or after July 1, 2000 shall be apportioned each year among member towns on the basis of the average of their respective enrollments in the Regional District School on October 1 of the preceding year for year one; of the preceding two (2) years for year two; of the preceding three (3) years for year three; and the preceding four (4) years thereafter."

, or do or act anything in relation thereto.

MOTION MADE: That the Town amend the Northborough-Southborough Regional School Agreement as follows:

1) Add to definition of Capital costs in Section IV(b) "or replacement thereof," to read accordingly:

"(b) Capital costs shall include all expenditures relating to capital outlay such as payment of principal and interest on bonds or other obligations issued by the District, and any other expenses associated with the acquisition of real estate, the construction and improvement of buildings, grading, purchase of equipment, and other activities incident to placing in operation the original school plant and any subsequent additions and improvements thereto, or replacement thereof."

2) Add to definition of Operating costs in Section IV (c) "all operating costs borne by either the Town of Northborough or the Town of Southborough attributed to services of maintenance provided to the high school," to read accordingly:

"(c) Operating costs shall include all other costs such as salaries, wages, supplies, texts, repair and maintenance expenditures, interest on notes issued in anticipation of revenue, all operating costs borne by either the town of Northborough or the Town of Southborough attributed to services or maintenance provided to the high school (effective Fiscal Year 2002), and other costs incurred in the day-to-day operation of the school."

3) Delete Section IV, Clause (d) , in its entirety together with all previous amendments and substitute the following:

"Payment for capital costs incurred on or after July 1, 2000 shall be apportioned each year among member towns on the basis of the average of their respective enrollments in the Regional District School on October 1 of the preceding year for year one; of the preceding two (2) years for year two; of the preceding three (3) years for year three; and the preceding four (4) years thereafter."

MOTION PASSED BY A MAJORITY VOTE.

At 9:34 PM on Monday, September 11, 2000 it was MOVED and UNANIMOUSLY VOTED to DISSOLVE the Special Town Meeting of September 11, 2000.

A true copy:

Attest:

PAUL J. BERRY, TOWN CLERK

Special Town Meeting
Monday, November 13, 2000

At the Special Town Meeting duly called and held in the P. Brent Trottier Middle School, Southborough, MA on Monday, November 13, 2000 at 7:00 PM the following ARTICLES were voted on in a legal manner. There was a quorum present (150 Voters = quorum, 457 Voters were present).

Checkers:	Lidia Kiley	Lois Denman
	Bonnie Phaneuf	Janet ME Mattioli

The Meeting was called to order at 7:38 PM by the Town Moderator, John H. Wilson.

The following Tellers were appointed by Moderator Wilson and sworn-in by Town Clerk Paul J. Berry:

Thomas McAuliffe
Charles Aspesi
James B. Denman
Donna L. McDaniel

Moderator Wilson had requests from the following non-voters to attend the Special Town Meeting:

Tara M. Ward, Assistant Town Clerk, Southborough, MA
Vanessa Hale, Administrative Assistant for the Board of Selectmen in Southborough, MA
Robert C. Melican, Superintendent of Schools
Bradford Jackson, Assistant Superintendent of Schools
Robert B. Vogel, Architect
Scott W. Helman, Reporter for the Boston Globe

There being no objections from the floor, it was VOTED to allow the above non-voters to remain.

The boundaries of the gymnasium were outlined by the Moderator to include all of the floor area.

Moderator Wilson noted the receipt of the return of the posting of the Warrant for the Special Town Meeting by the Constable.

It was VOTED Unanimously to waive the reading of the Special Town Meeting Warrant.

ARTICLE 1: That the Town hear reports of the various Town Officers and Committees.

Thomas McCarthy – Municipal Building Planning Committee
Mary Jane Mastrangelo – School Committee
David Davidson – K – 8 Planning Committee

MOTION MADE: To accept Committee Reports.

PASSED UNANIMOUSLY.

ARTICLE 2: That the sum of \$16,783,864 is hereby borrowed and appropriated for constructing, originally equipping and furnishing an addition or additions to the Mary Finn School including the payment of all costs incidental and related thereto; for remodeling, reconstructing or making extraordinary repairs to the present Mary Finn School, including the payment of all costs incidental and related thereto, for constructing, originally equipping and furnishing an addition or additions to the Margaret Neary School, including the payment of all costs incidental and related thereto, for remodeling, reconstructing or making extraordinary repairs to the present Margaret Neary School, including the payment of all costs incidental and related thereto, for constructing, originally equipping and furnishing an addition or additions to the P. Brent Trottier School including the payment of all costs incidental and related thereto, and for remodeling, reconstructing or making extraordinary repairs to the present P. Brent Trottier School, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under and pursuant to Chapter 44, Sections 7(3) and (3A) and Chapter 70B, of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor; provided, however, that no funds shall be borrowed or expended hereunder, unless and until the Town shall have voted to exclude the amounts necessary to repay any bonds or notes issued hereunder from the limitations imposed by Chapter 59, Section 21C of the General Laws, also known as Proposition 2 ½.

MOTION MADE: That the Town discuss Article 2, Article 3, and Article 4 together.

MOTION VOTED UNANIMOUSLY.

ARTICLE 2: MOTION MADE AS STATED IN THE ARTICLE.

MOTION MADE TO MOVE QUESTION - PASSED UNANIMOUSLY.

2/3 VOTE NEEDED

YES 191 NO 194

MOTION DEFEATED.

ARTICLE 3: That the sum of \$21,211,676 is hereby borrowed and appropriated for constructing, originally equipping and furnishing an addition or additions to the Mary Finn School, including the payment of all costs incidental and related thereto; for remodeling, reconstructing or making extraordinary repairs to the present Mary Finn School including the payment of all costs incidental and related thereto, for constructing, originally equipping and furnishing an addition or additions to the Margaret A. Neary School including the payment of all costs incidental and related thereto; for remodeling, reconstructing or making extraordinary repairs to the present Margaret A. Neary School, including the payment of all costs incidental and related thereto, for constructing, originally equipping and furnishing an addition or additions to the P. Brent Trottier School including the payment of all costs incidental and related thereto, for remodeling, reconstructing or making extraordinary repairs to the present P. Brent Trottier School including the payment of all costs incidental and related thereto, for constructing, originally equipping and furnishing an addition or additions to the Albert S. Woodward School including the payment of all costs incidental and related thereto; for remodeling, reconstructing or making extraordinary repairs to the present Albert S. Woodward School including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said sum under and pursuant

to Chapter 44, Sections 7(3) and (3A) and Chapter 70B, of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor; provided, however, that no funds shall be borrowed or expended hereunder, unless and until the Town shall have voted to exclude the amounts necessary to repay any bonds or notes issued hereunder from the limitations imposed by Chapter 59, Section 21C of the General Laws, also known as Proposition 2 ½.

MOTION MADE as stated in the article.

MOTION MADE TO MOVE QUESTION – PASSED UNANIMOUSLY.

2/3 VOTE NEEDED

YES 157 NO 225

MOTION DEFEATED.

ARTICLE 4: That the sum of \$16,871,087 is hereby borrowed and appropriated for constructing, originally equipping and furnishing an addition or additions to the Mary Finn School, including the payment of all costs incidental and related thereto; for remodeling, reconstructing or making extraordinary repairs to the present Mary Finn School, including the payment of all costs incidental and related thereto, for constructing, originally equipping and furnishing an addition or additions to the Margaret A. Neary School, including the payment of all costs incidental and related thereto; for remodeling, reconstructing or making extraordinary repairs to the present Margaret A. Neary School, including the payment of all costs incidental and related thereto, for constructing, originally equipping and furnishing an addition or additions to the P. Brent Trottier School including the payment of all costs incidental and related thereto, for remodeling, reconstructing or making extraordinary repairs to the present P. Brent Trottier School, including the payment of all costs incidental and related thereto, for constructing, originally equipping and furnishing an addition or additions to the Albert S. Woodward School, including the payment of all costs incidental and related thereto; for remodeling, reconstructing or making extraordinary repairs to the present Albert S. Woodward School, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under and pursuant to Chapter 44, Sections 7(3) and (3A) and Chapter 70B, of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor; provided, however, that no funds shall be borrowed or expended hereunder, unless and until the Town shall have voted to exclude the amounts necessary to repay any bonds or notes issued hereunder from the limitations imposed by Chapter 59, Section 21C of the General Laws, also known as Proposition 2 ½.

MOTION MADE as stated in the article.

MOTION MADE TO MOVE QUESTION – PASSED UNANIMOUSLY.

2/3 VOTE NEEDED

YES 95 NO 239

MOTION DEFEATED

ARTICLE 5: That the Town accept as a public way Beechwood Lane described on a plan entitled "Roadway Acceptance Plan Beechwood Lane in Southborough, MA" by Aaberg Associates, Inc. dated December 7, 1999.

MOTION MADE as stated above.

VOTED UNANIMOUSLY.

MOTION MADE TO RECONSIDER ARTICLE 2.

2/3 VOTE NEEDED

MOTION TO RECONSIDER ARTICLE 2 WITHDRAWN.

MOTION MADE TO RECONSIDER ARTICLE 4.

2/3 VOTE NEEDED

YES 49 NO 260

RECONSIDERATION DEFEATED

MOTION TO RECONSIDER ARTICLE 3

2/3 VOTE NEEDED

PASSED UNANIMOUSLY

ARTICLE 3: That the sum of \$21,211,676 is hereby borrowed and appropriated for constructing, originally equipping and furnishing an addition or additions to the Mary Finn School, including the payment of all costs incidental and related thereto; for remodeling, reconstructing or making extraordinary repairs to the present Mary Finn School including the payment of all costs incidental and related thereto, for constructing, originally equipping and furnishing an addition or additions to the Margaret A. Neary School including the payment of all costs incidental and related thereto; for remodeling, reconstructing or making extraordinary repairs to the present Margaret A. Neary School, including the payment of all costs incidental and related thereto, for constructing, originally equipping and furnishing an addition or additions to the P. Brent Trottier School including the payment of all costs incidental and related thereto, for remodeling, reconstructing or making extraordinary repairs to the present P. Brent Trottier School including the payment of all costs incidental and related thereto, for constructing, originally equipping and furnishing an addition or additions to the Albert S. Woodward School including the payment of all costs incidental and related thereto; for remodeling, reconstructing or making extraordinary repairs to the present Albert S. Woodward School including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44, Sections 7(3) and (3A) and Chapter 70B, of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor; provided, however, that no funds shall be borrowed or expanded hereunder, unless and until the Town shall have voted to exclude the amounts necessary to repay any bonds or notes issued hereunder from the limitations imposed by Chapter 59, Section 21C of the General Laws, also known as Proposition 2 ½.

2/3 VOTE NEEDED

YES 279 NO 59

MOTION PASSED

At 11:50 PM on Monday, November 13, 2000 it was MOVED and UNANIMOUSLY VOTED to DISSOLVE the SPECIAL TOWN MEETING OF NOVEMBER 13, 2000.

A true copy:

Attest: _____
PAUL J. BERRY, TOWN CLERK

Presidential Primary Election
Tuesday, March 7, 2000

DEMOCRATIC PARTY

<u>PRESIDENT</u>		<u>TOWN COMMITTEE (cont.)</u>	
Al Gore	383	Fred J. Quinn	478
Lyndon H. LaRouche, Jr.	0	William J. Christiansen	453
Bill Bradley	350	Judith N. Williams	463
No Preference	12	Lois W. Denman	450
Blank	13	James B. Denman	453
Total	758	Margaret A. Bent	437
		Kelly Roney	439
		Marianne J. Geary	440
		Louis J. Bartolini	451
		James W. Falconi	499
		Kathleen B. Bartolini	478
		Jeannette L. Curtin	470
		Judith Budz	1
		John Budz	1
		Francis Lundblad	1
		Joanna Budz	1
		Sal Giorlandino	1
		Debbie McAdow	1
		Dana Cunningham	1
		E. Henry Veeneman	1
		Linda Hubley	1
		John Reilly	1
		Richard Noble	1
		Blanks	19,610
		Total	26,537

REPUBLICAN PARTY

<u>PRESIDENT</u>		<u>STATE COMMITTEE MAN</u>	
Alan Keyes	21	William C. Sawyer	673
George W. Bush	357	Graham P. Steele	1
Gary Bauer	0	Luc J. Schepens	1
John McCain	774	Blanks	496
Steve Forbes	2	Total	1171
Orrin Hatch	0		
No Preference	4		
Blanks	13		
Total	1171		

*Presidential Primary Election
Tuesday, March 7, 2000*

REPUBLICAN PARTY

STATE COMMITTEE WOMAN

Nancy J. Hough	599
Jeanne S. Kangas	204
Blanks	368
Total	1171

TOWN COMMITTEE (cont.)

Joseph Green	1
Seth Weinroth	1
Andrew Beland	1
John McPartland, III	1
Charles Wood	1
Philip Beals	2
Jack Barron	2
Blanks	40,988
Total	41,002

TOWN COMMITTEE

James Hickey	2
Karen Sokel	1
Jeff Beede	2

LIBERTARIAN PARTY

PRESIDENT

Kip Lee	1
Harry Browne	2
Blanks	0
Total	3

STATE COMMITTEE WOMAN

Blanks	3
Total	3

STATE COMMITTEE MAN

Blanks	3
Total	3

TOWN COMMITTEE

Blanks	9
Total	9

Special Town Election
Saturday, April 15, 2000

BALLOT QUESTION #1

Shall the Town of Southborough be allowed to exempt from the provisions of Proposition 2 ½, so called, the amounts required to pay for the bond issued to complete the Trottier Middle School construction project and the Finn School renovation and addition project, and to hire a construction management expert to determine the responsibility for the overruns?

YES	2008
NO	469
BLANKS	62
TOTAL	2539

BALLOT QUESTION #2

Shall the Town of Southborough be allowed to exempt from the provisions of Proposition 2 ½, so called, the amounts required to pay for the bond issued for immediate construction of additional learning space to the Mary Finn School as part of the current ongoing construction project including costs incidental and related thereto?

YES	2016
NO	466
BLANKS	57
TOTAL	2539

BALLOT QUESTION #3

Shall the Town of Southborough be allowed to exempt from the provisions of Proposition 2 ½, so called, the amounts required to pay for the bond issued for the purpose of constructing and equipping temporary modular classrooms at the Margaret Neary School?

**NOT BINDING (Ballot was printed before the conclusion of the Special Town Meeting,
Saturday, April 1, 2000)**

*Special Town Election
Saturday, April 15, 2000*

BALLOT QUESTION #4

Shall the Town of Southborough be allowed to exempt from the provisions of Proposition 2 ½, so called, the amount to pay its assessed share of the bond issued to purchase or take by eminent domain a parcel of land containing 148 acres for Algonquin Regional High School?

YES	1557
NO	961
BLANKS	21
TOTAL	2539

BALLOT QUESTION #5

Shall the Town of Southborough be allowed to exempt from the provisions of Proposition 2 ½, so called, the amounts required to pay its assessed share of the bond issued in order to pay for the architectural design services and preparation of necessary documents to enable said project to be put to bid for a new high school for use by the Regional School Committee?

YES	1442
NO	1077
BLANKS	20
TOTAL	2539

Annual Town Election
Monday, May 8, 2000

TOWN MODERATOR 1 year	NORTHBOROUGH/SOUTHBOROUGH REGIONAL SCHOOL DISTRICT COMMITTEE, SOUTHBOROUGH CANDIDATE - 3 years (Southborough Vote) – Vote for two		
Vote for One			
John H. Wilson	1214	Beth A. Witcoff	809
All Others	3	John J. Farrell	516
Blanks	209	Timothy R. McHugh	504
Total	1426	Karen A. Woods	775
BOARD OF SELECTMEN 3 years		All Others	23
Vote for One		Blanks	225
William J. Christensen	917	Total	2852
All Others	39	NORTHBOROUGH/SOUTHBOROUGH REGIONAL SCHOOL DISTRICT COMMITTEE, SOUTHBOROUGH CANDIDATE 3 years (Northborough Vote) – Vote for two	
Blanks	470		
Total	1426		
BOARD OF ASSESSORS 3 years			
Vote for One			
Arthur Holmes	1095	Beth A. Witcoff	1237
All Others	4	John J. Farrell	585
Blanks	327	Timothy R. McHugh	510
Total	1426	Karen A. Woods	1086
BOARD OF ASSESSORS 1 year		All Others	29
Vote for One		Blanks	999
Shirley A. Bator	945	Total	4446
All Others	2	NORTHBOROUGH/SOUTHBOROUGH REGIONAL SCHOOL DISTRICT COMMITTEE, SOUTHBOROUGH CANDIDATE 1 year (Southborough Vote) - Vote for One	
Blanks	479		
Total	1426		
SCHOOL COMMITTEE 3 years			
Vote for two			
Mary Jane Mastrangelo	780	Jack Kessler	588
Desiree Brodeur	834	Mark W. Davis	593
All Others	40	All Others	51
Blanks	1198	Blanks	194
Total	2852	Total	1426

Annual Town Election
Monday, May 8, 2000

**NORTHBOROUGH/SOUTHBOROUGH
REGIONAL SCHOOL DISTRICT
COMMITTEE, SOUTHBOROUGH**

CANDIDATE 1 year
(Northborough Vote) – Vote for One

Jack Kessler	1231
Mark W. Davis	230
All Others	80
Blanks	682
Total	2223

**NORTHBOROUGH/SOUTHBOROUGH
REGIONAL SCHOOL DISTRICT
COMMITTEE, NORTHBOROUGH**

CANDIDATE 3 years
(Southborough Vote) – Vote for Two

Anthony R. Poteete	735
Helynne B. Winter	17
All Others	4
Blanks	2096
Total	2852

**NORTHBOROUGH/SOUTHBOROUGH
REGIONAL SCHOOL DISTRICT
COMMITTEE, NORTHBOROUGH**

CANDIDATE 3 years
(Northborough Vote) – Vote for two

Anthony R. Poteete	1575
Helynne B. Winter	199
All Others	152
Blanks	2520
Total	4446

BOARD OF HEALTH 3 years
Vote for One

Philip G. Mauch	1023
All Others	4
Blanks	399
Total	1426

BOARD OF LIBRARY TRUSTEES 3 years
Vote for Two

Elizabeth B. White	1028
David L. Flynn	1037
All Others	3
Blanks	784
Total	1426

PLANNING BOARD 5 years
Vote for One

Richard F. Connors	1010
All Others	5
Blanks	411
Total	1426

**SOUTHBOROUGH HOUSING
AUTHORITY 5 years – Vote for One**

Robert P. Jachowicz	5
All Others	23
Blanks	1398
Total	1426

**ASSABET VALLEY REGIONAL
VOCATIONAL SCHOOL DISTRICT
COMMITTEE 4 years - Vote for One**

James B. Denman	1141
All Others	3
Blanks	282
Total	1426

Annual Town Election
Monday, May 8, 2000

QUESTION 1

Shall the Town of Southborough be allowed to exempt from the provisions of Proposition 2 ½, so called, the amount required to pay for the bond issued for engineering, development and relevant costs associated with providing additional cemetery space?

Yes	1002
No	290
Blanks	134
Total	1426

QUESTION 2

Shall the Town of Southborough be allowed to assess an additional \$29,500 in real estate and personal property taxes for the purpose of purchasing one new, four-wheel drive pickup truck and equipping the same for the Fire Department for which the monies from this assessment will be issued for the fiscal year beginning July 1, 2000?

YES	985
NO	305
BLANKS	136
TOTAL	1426

Non binding question (The ballot was printed before the Town Meeting unanimously voted to postpone this issue indefinitely)

State Primary Election
Tuesday, September 19, 2000

Democratic Party

SENATOR IN CONGRESS - Vote for One

Edward M. Kennedy	475
All Others	3
Blanks	91
Total	569

REPRESENTATIVE IN CONGRESS

Fifth District - Vote for One

Martin T. Meehan	412
Joseph F. Osbaldeston	13
Thomas P. Tierney	112
All Others	1
Blanks	31
Total	569

COUNCILLOR

Third District - Vote for One

Marilyn M. Petitto Devaney	256
Ruth E. Nemzoff	120
All Others	0
Blanks	193
Total	569

SENATOR IN GENERAL COURT

Middlesex and Worcester District

Vote for One

Pamela P. Resor	420
All Others	0
Blanks	149
Total	569

REPRESENTATIVE IN GENERAL COURT

Eighth Middlesex District - Vote for One	
Robert S. Cassidy	14
Edward J. Mills	148
Kelly Roney	398
Others	0
Blanks	9
Total	569

CLERK OF COURTS

Worcester County - Vote for One

Loring P. Lamoureux	177
Raymond V. Mariano	317
All Others	0
Blanks	75
Total	569

REGISTER OF DEEDS

Worcester District - Vote for One

Anthony J. Vigliotti	392
All Others	0
Blanks	177
Total	569

SENATOR IN CONGRESS

Vote For One

Jack E. Robinson, III	83
All Others	1
Blanks	38
Total	122

REPRESENTATIVE IN CONGRESS

Fifth District - Vote for One

Marc L. LaPlante	7
All Others	4
Blanks	111
Total	122

State Primary Election
Tuesday, September 19, 2000

Republican Party

COUNCILLOR

Third District - Vote for One

Paul Dash	1
All Others	0
Blanks	121
Total	122

CLERK OF COURTS

Worcester District – Vote for One

Paul Berry	1
Ray Maraino	1
Others	0
Blanks	120
Total	122

SENATOR IN GENERAL COURT

Middlesex & Worcester District

Vote for One

Ed Mills	1
All Others	0
Blanks	121
Total	122

REGISTER OF DEEDS

Worcester District - Vote for One

All Others	0
Blanks	122
Total	122

REPRESENTATIVE IN GENERAL COURT

Eighth Middlesex District - Vote for One

Paul J. P. Loscocco	108
All Others	5
Blanks	9
Total	122

Libertarian Party

SENATOR IN CONGRESS - Vote for One

Carla A. Howell	3
All Others	0
Blanks	0
Total	3

COUNCILLOR

Third District - Vote for One

All Others	0
Blanks	3
Total	3

REPRESENTATIVE IN CONGRESS

Fifth District - Vote for One

Marc L. LaPlante	2
All Others	0
Blanks	1
Total	3

SENATOR IN GENERAL COURT

Middlesex & Worcester District

Vote for One

Kamal Jain	3
All Others	0
Blanks	0
Total	3

State Primary Election
Tuesday, September 19, 2000

Libertarian Party

**REPRESENTATIVE IN GENERAL
COURT**

Eighth Middlesex District - Vote for One

All Others	0
Blanks	3
Total	3

REGISTER OF DEEDS

Worcester District - Vote for One

All Others	0
Blanks	3
Total	3

CLERK OF COURTS

Worcester County - Vote for One

All Others	0
Blanks	3
Total	3

State Election
Tuesday, November 7, 2000

ELECTORS OF PRESIDENT &
VICE PRESIDENT

Vote for One

Browne and Olivier	34
Buchanan and Higgins, Sr.	12
Bush and Cheney	2018
Gore and Lieberman	2445
Hagelin and Tompkins	2
Nader and LaDuke	310
McReynolds and Hollis	0
All Others	6
Blanks	22
Total	4849

SENATOR IN CONGRESS

Vote for One

Edward M. Kennedy	3018
Carla A. Howell	828
Jack E. Robinson, III	667
Dale E. Friedgen	34
Philip Hyde, III	12
Philip F. Lawler	51
All Others	5
Blanks	234
Total	4849

REPRESENTATIVE IN CONGRESS

Fifth District – Vote for One

Martin T. Meehan	3544
Others	46
Blanks	1259
Total	4849

COUNCILLOR - Third District

Vote for One

Marilyn M. Pettito Devaney	2617
Barry T. Hutch	956
All Others	4
Blanks	1271
Total	4848

SENATOR IN GENERAL COURT

Eighth Middlesex District – Vote for One

Pamela P. Resor	3196
Kamal Jain	675
All Others	2
Blanks	975
Total	4848

REPRESENTATIVE IN GENERAL COURT

Eighth Middlesex District – Vote for One

Paul J. P. Loscocco	2233
Edward J. Mills	2318
All Others	6
Blanks	291
Total	4848

CLERK OF COURTS – Worcester County

Vote for One

Loring P. Lamoureux	3004
All Others	17
Blanks	1827
Total	4848

REGISTER OF DEEDS – Worcester

District

Vote For One

Anthony J. Vigliotti	3007
All Others	17
Blanks	1824
Total	4848

State Election
Tuesday, November 7, 2000

QUESTION 1 - Proposed Amendment to the Constitution

Do you approve of the adoption of an amendment to the constitution summarized below, which was approved by the General Court in joint sessions of the two houses on June 9, 1998 (yeas 186 – nays 3); and again on June 28, 2000 (yeas 188 – nays 0)?

A YES VOTE would amend the constitution to require that periodic redrawing of district boundaries for state legislators and governor's councillors use new census data two years earlier than under the current system.

A NO VOTE would make no change in the current four-year process for redrawing such district boundaries.

SUMMARY

This proposed constitutional amendment would require that new district boundaries for state representatives, state senators, and governor's councillors, which are redrawn every ten years based on the most recent federal census, take effect for the state election held two years after the federal census, rather than the election four years after the census as under the current system.

YES	3612
NO	1039
Blanks	197
Total	4848

QUESTION 2 - Proposed Amendment to the Constitution

Do you approve of the adoption of an amendment to the constitution summarized below, which was approved by the General Court in joint sessions of the two houses on

July 29, 1998 (yeas 155-nays 34); and again on June 28, 2000 (yeas 144 – nays 45)?

A YES VOTE would amend the constitution to limit the voting rights of incarcerated felons.

A NO VOTE would make no change in the voting rights of incarcerated felons.

SUMMARY

This proposed constitutional amendment would prohibit persons who are incarcerated in a correctional facility due to a felony conviction from voting in elections for governor, lieutenant governor, state senator, or state representative. The amendment would also result in such persons being ineligible to vote for governor's councillor, secretary of state, state treasurer, state auditor, state attorney general, or United States senator or representative in Congress.

YES	3325
NO	1408
Blanks	115
Total	4848

QUESTION 3 – Law proposed by Initiative Petition

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 3, 2000?

A YES VOTE would prohibit dog races where betting or wagering occurs.

A NO VOTE would make no change in the laws governing dog racing.

State Election
Tuesday, November 7, 2000

SUMMARY

This proposed law would prohibit in Massachusetts any dog racing or racing meeting where any form of betting or wagering on the speed or ability of dogs occurs.

The State Racing Commission would be prohibited from accepting or approving any application or request for racing dates for dog racing.

Any person violating the proposed law could be required to pay a civil penalty of not less than \$20,000 to the State Racing Commission. The penalty would be used for the Commission's administrative purposes, subject to appropriation by the state Legislature.

All existing provisions of the part of the state's General Laws concerning dog and horse racing meetings would be interpreted as not applying to anything dog-related. The proposed law would take effect on June 1, 2001. The proposed law states that if any of its parts were declared invalid, the rest of the law would stay in effect.

YES	2680
NO	2062
Blanks	106
Total	4848

QUESTION 4 - Law proposed by Initiative Petition

Do you approve a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 3, 2000?

A YES VOTE would reduce the state personal income tax rate in steps over three years to 5%.

A NO VOTE would make no change in the state income tax laws.

SUMMARY

The proposed law would repeal the law setting the state personal income tax rate on Part B taxable income (such as wages and salaries), which was 5.95% as of September 1, 1999, and would set the rate of 5.6% for tax year 2001, for tax year 2002, and 5% for tax year 2003 and after. If the Legislature set a lower rate for any of those years, that lower rate would apply.

The proposed law states that if any of its parts were declared invalid, the other parts would remain in effect.

YES	3315
NO	1395
Blanks	138
Total	4848

QUESTION 5 - Law proposed by Initiative Petition

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 3, 2000?

A YES VOTE would require health insurance carriers to guarantee certain rights to their patients and providers, and it would prohibit the conversion of non-profit hospitals, HMO's, and health insurers into for-profit entities until a system is created to provide comprehensive health care coverage for all Massachusetts residents.

A NO VOTE would make no change in the laws governing health insurance and health care.

State Election
Tuesday, November 7, 2000

SUMMARY

This proposed law would set up a state Health Care Council to review and recommend legislation for a health care system that ensures comprehensive, high quality health care coverage for all Massachusetts residents. Until the Council decided that such a system had been set up, the proposed law would prohibit the conversion of non-profit hospitals, health maintenance organizations (HMOs), and health insurance firms to for-profit status. The proposed law would also require health insurance carriers to provide certain rights to patients and health care professionals, starting January 2, 2001.

The Council would recommend laws to set up, and would decide whether laws had been passed to ensure, a health care system that provides:

 Barrier-free access to health care services;

 Patients' freedom to choose their health care providers, get second opinions, and appeal denials of care;

 Health care professionals' freedom to act solely in the best interest of their patients;

 Affordable coverage, with cost increases no greater than national averages;

 Preserving and increasing the quality of care and encouraging research;

 At least 90% of all premiums to be used for patient care, public health, and training/research, and no more than 10% for administrative costs, with simpler paperwork and administration;

 A prohibition of financial incentives that limit patient access to health care, and limits on incentives for inappropriate care.

The Council would include 17 members representing health care and other organizations. It would hold public

hearings, study proposals, and make recommendations to the state Commissioner of Public Health and the Legislature on laws and other steps needed to set up a system meeting the above requirements.

The proposed law would also create a special legislative committee, including legislators and members of the Council, to make recommendations by September 30, 2001, for laws to set up a system meeting the above requirements by July 1, 2002.

Starting January 1, 2001, the proposed law would require health insurance carriers to guarantee certain rights to their insured patients and to health care professionals. These rights would include:

 Patients' right to choose all of their health care providers, subject to the approval of a freely chosen primary care provider who has no financial incentive to deny care, and subject to payment of a reasonable extra fee to see a provider outside the carrier's network;

 Health care professionals' right to make medical decisions in consultation with their patients;

 Patients' right to transitional insurance coverage when they are undergoing a course of treatment from a health care provider whose contract with a carrier is being terminated;

 Patients' right to medically necessary referrals to specialists;

 Limits on and disclosure of contracts between carriers and health care providers that create financial incentives to delay or limit care or provide inappropriate care;

 Health care professionals' right to discuss health benefit plans with insured patients and to advocate on behalf of their patients;

 Carriers could not terminate health care providers' contracts without cause;

State Election
Tuesday, November 7, 2000

Patients' right to receive emergency services, subject to authorization procedures, and to be reimbursed when they pay cash for emergency services from providers not affiliated with their carrier;

Utilization review procedures that meet specific standards, including patients' right to appeal to the Commissioner of Public Health;

In any year at least 90% of a carrier's Massachusetts revenue must be spent on Massachusetts health care, and a carrier that spent more than 10% for non-health care purposes would have to refund the excess to its insured patients. Each carrier would have to report its revenues, premiums, and expenditures to the state Commissioner of Insurance every year.

The proposed law states that it would not interfere with any existing contract, including contract terms (such as automatic renewal or option clauses) that may go into effect after January 1, 2001. The proposed law states that if any of its parts were declared invalid, the rest of the law would stay in effect.

YES	1994
NO	2667
Blanks	187
Total	4848

QUESTION 6 - Law proposed by Initiative Petition

Do you approve of a law summarized below on which no vote was taken by the Senate or the House of Representatives before May 3, 2000?

A YES VOTE would allow a state personal income tax or corporate excise tax credit for

Massachusetts tolls and motor vehicle excise taxes.

A NO VOTE would make no change in the state tax laws.

SUMMARY

The proposed tax would allow a state personal income taxpayer a credit equal to the amount of tolls the taxpayer paid during the taxable year on all Massachusetts roads, highways, tunnels, and bridges, including the Massachusetts Turnpike and its Boston Extension, the Tobin Bridge, and the Sumner, Callahan, and Ted Williams Tunnels. Also, a corporation would be allowed a credit against its corporate excise taxes in an amount equal to all such tolls paid during the taxable year by the corporation or by its employees in furtherance of the corporation's business.

The proposed law would also allow a state personal income taxpayer a tax credit equal to the amount of excise taxes on registered motor vehicles the taxpayer paid during the taxable year. A corporation would be allowed a credit against its corporate excise taxes in an amount equal to all registered motor vehicle excise taxes the corporation paid during the taxable year.

The tax credits could not be used to reduce a personal income taxpayer's taxes below zero or a corporate excise taxpayer's taxes below the minimum levels set by state law. Any amount of tax credit not usable in a taxable year because of these limits could be carried over and used in later taxable years, for up to ten years.

State Election
Tuesday, November 7, 2000

The proposed law would apply to taxable years beginning on or after January 1, 2001. The proposed law states that if any of its parts were declared invalid, the other parts would stay in effect.

YES	2728
NO	1965
Blanks	155
Total	4848

QUESTION 7 - Law proposed by Initiative Petition

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 3, 2000?

A YES VOTE would create a state income tax deduction for charitable contributions.

A NO VOTE would make no change in the state income tax laws.

SUMMARY

This proposed law would allow taxpayers who give to charity a state personal income tax deduction for those charitable contributions. A taxpayer could take a deduction from any Part B income, including wages and salaries, of an amount equal to his or her charitable contributions for the year. The taxpayer could take the deduction whether or not the taxpayer itemized deductions on his or her federal income tax return. The proposed law would apply to any contribution that met the definition of charitable contribution used under federal income tax law. The proposed law would apply to taxable years beginning on or after January 1, 2001.

YES	3842
NO	856

Blanks	150
Total	4848

QUESTION 8 - Law proposed by Initiative Petition

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 3, 2000?

A YES VOTE would change state laws governing drug-dependency treatment and fines and forfeitures based on drug crimes.

A NO VOTE would make no change in the laws governing drug-dependency treatment and fines and forfeitures based on drug crimes.

SUMMARY

This proposed law would create a state Drug Treatment Trust Fund, to be used, subject to appropriation by the state Legislature, solely for the treatment of drug-dependent persons. The fund would include fines paid under the state's criminal drug laws; money forfeited because of its use in connection with drug crimes; and the proceeds from selling property forfeited because of its use in connection with any drug crimes.

The Fund would be administered by the state's Director of Drug Rehabilitation. Money in the Fund would be spent to increase, rather than replace, existing government funding for drug treatment programs. Those programs would be expanded to apply to person who are at risk of becoming drug-dependent and to include drug abuse prevention through education.

The proposed law would expand eligibility for the program under which a person charged with a drug crime may request a

State Election
Tuesday, November 7, 2000

court finding that he is drug-dependent and would benefit from court-monitored treatment. If the court so finds, and the person then successfully completes a treatment program, the criminal charges are dismissed. The proposed law would allow requests to enter this program by persons who are at risk of becoming drug dependent and by persons charged with a first or second offense of manufacturing, distributing, or dispensing a controlled substance, or possessing a controlled substance with the intent to do any of those things, or trafficking 14 to 28 grams of cocaine.

The proposed law would change the state law governing forfeiture of money and property used in connection with drug crimes. Land and buildings could not be forfeited if used in a manner that was merely incidental to a drug crime. The state would have to prove by clear and convincing evidence that money or property was subject to forfeiture, and the property owner could then try to prove by a preponderance of the evidence that the money or property was

legally exempt from forfeiture. All forfeited money, instead of being divided between the prosecuting agency and responsible police department and used for law enforcement purposes, would be put in the Fund. All forfeited property, instead of being so divided and used, would be sold and the proceeds put in the Fund.

Records of all state and local forfeiture activities would have to be kept and made public unless harm to law enforcement efforts would result. The state Inspector General could audit and investigate these activities. Any official who concealed or diverted any forfeited money or property could be punished by a fine of up to \$1000, imprisonment for up to one year, or both.

The proposed law states that if any of its parts were declared invalid, the rest of the law would remain in effect.

YES	2336
NO	2307
Blanks	205
Total	4848

Special Town Election
Saturday November 18, 2000

BALLOT QUESTION #1

"Shall the voters of the member towns of the Northborough-Southborough Regional School District, in accordance with Massachusetts General Laws, Chapter 71, Section 16(n), approve the borrowing of the amount not to exceed \$2,580,000 by the Northborough-Southborough Regional School District for the purpose of design services for the construction and equipping of a new high school on land adjacent to the existing high school with said design services to include design of the necessary project and the preparation of necessary documents to enable said project to be put to bid."

SOUTHBOROUGH VOTE

YES	1156
NO	791
BLANKS	0
TOTAL	1947

NORTHBOROUGH VOTE

YES	2155
NO	2649
BLANKS	0
TOTAL	4804

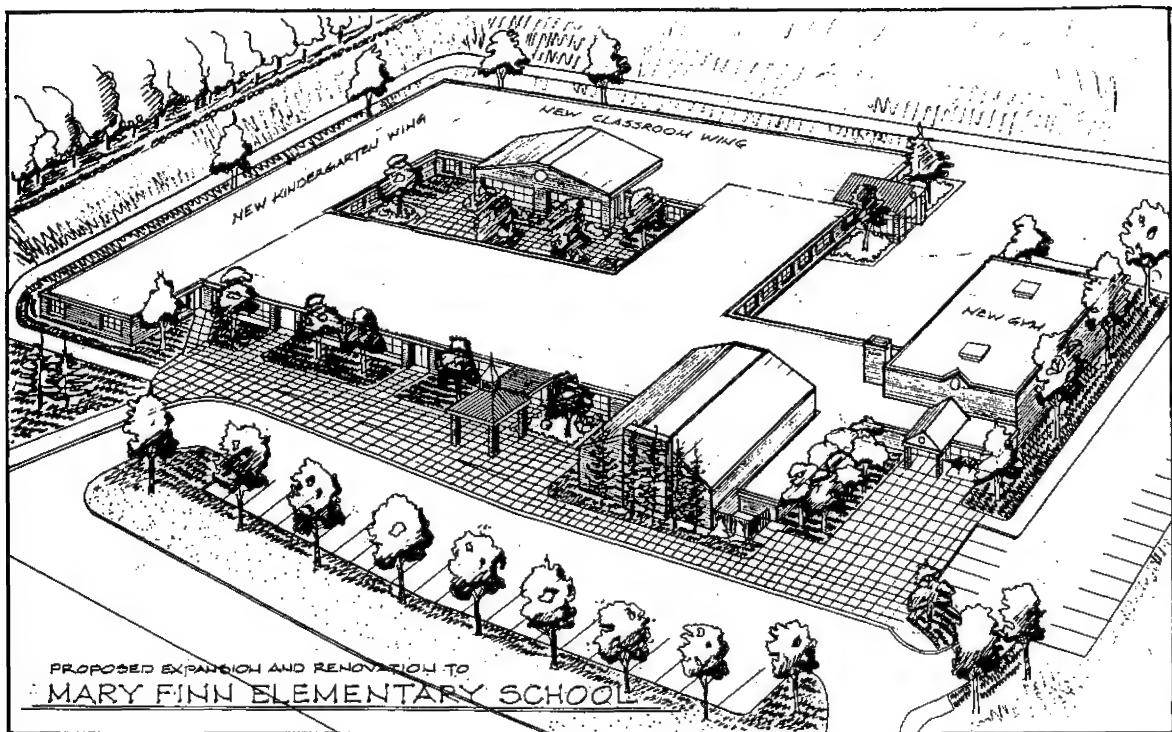
Special Town Election
Saturday December 16, 2000

BALLOT QUESTION #1

"Shall the Town of Southborough be allowed to exempt from the provisions of Proposition 2 ½, so called, the amounts required to pay for the bond issued for construction, originally equipping and furnishing an addition or additions to the Mary Finn School, the Neary School, the Woodward School and/or the P. Brent Trottier School, including costs incidental and related thereto: and for remodeling, reconstructing or making extraordinary repairs to the Mary Finn School, the Neary School, the Woodward School and/or the P. Brent Trottier School, including costs incidental and related thereto."

YES	1014
NO	251
BLANKS	1
TOTAL	1266

EDUCATION



Southborough School Committee

Mary Jane Mastrangelo
Frank Fazio
Desiree Brodeur
Dolly Ryan
Bonnie Weigl

Chairperson
Vice Chairperson
Secretary

Administration

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Bradford L. Jackson <i>B.S., M.B.A.</i>	Assistant Superintendent of Schools for Finance and Facilities
Charles E. Gobron <i>A.B., M.Ed.</i>	Director of Curriculum and Instruction
Jean M. Bean <i>B.S.Ed., M.Ed.</i>	Director of Student Support Services
Barbara E. Goodman <i>B.S., M.Ed.</i>	Asst. to Director of Student Support Services
Gail A. Jenks <i>B.S., M.S.</i>	Director of Technology

Cheryl L. Levesque	Administrative Asst. to the Superintendent
Helen A. Yanco	Secretary to Superintendent
Cheryl M. Lepore	Secretary to Asst. Superintendent for Finance and Facilities
Kathleen E. Ledoux	Administrative Asst. to Director of Student Support Services
Barbara A. Donovan TBA	Secretary to Director of Curriculum/Instruction Budget Officer
Maureen C. Murphy	Office Secretary
Sheri-Lynne Foster	Financial Secretary - Northborough
Jacqueline R. Groccia	Financial Secretary - Southborough
Barbara Sanchioni-Armstrong	Financial Secretary - Algonquin
Deborah A. Gabriau	Personnel Clerk

Business Office	Algonquin Regional High School 79 Bartlett Street Northborough, MA 01532
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Office Hours:	8:00 a.m. - 4:30 p.m.
Telephone:	(508) 351-7000, FAX: (508) 351-7049

On behalf of Mrs. Mary Jane Mastrangelo, Chairperson, and School Committee Members, Ms. Desiree Brodeur, Mr. Frank Fazio, Mrs. Dolly Ryan and Mrs. Bonnie, it is my pleasure to thank all of the members of the Southborough community for their continued support for our students. This support and dedication by the Town Officials, parents, staff and citizens all contribute to the excellence that our public schools are known for throughout the Commonwealth.

This past year, the Southborough School District continued its commitment to improve our curriculum and its delivery in the classroom. We had our curriculum teams, consisting of teachers and administrators, review all of the curriculum areas and present changes to their colleagues. Realizing that our curriculum and the way that our staff deals with it is of the utmost importance, a variety of professional development opportunities were offered again this year to all staff. Besides having our own professional development programs, a number of workshops with outside professionals were held during the year for staff. The Skillful Teacher, Differentiated Instruction and Mentoring programs are just a few of the professional opportunities that were offered.

All of our curriculum work is in line with and aligned to the Department of Education Curriculum Frameworks. As noted earlier, the delivery of curriculum is one of the most important aspects of education. The positive results that our students continue to show on the Massachusetts Comprehensive Assessment System (MCAS) test results have helped in guiding our curriculum work. Principals and staff will be reviewing this year's results to not only provide answers to parents, but to also improve areas that have been shown to have a weakness. As I said last year, no matter what happens on the state level, our goal is to provide the best education possible to our students.

The students in our schools are receiving the skills and knowledge to prepare them for their future. One aspect of the preparation is that of technology education. The district continues to provide students with the tools and skills to handle the ever-changing area of technology. Due to the commitment of the community, our students are receiving the necessary knowledge and skills.

This year, as in the past, we have seen the never-ending bond between the community and the schools. The Mary E. Finn School re-opened its doors in August to our K to Grade 2 students. If only the entire community could have seen the looks and wide eyes of our students as they entered their new state-of-the-art school. This school is just another example of the commitment that Southborough has shown to its schools. Words can never thank all of you for the sacrifice that you continue to make to assure that our students have the opportunity for a first-rate education.

As we go into this next year, again the community commitment to education is present with the work on our other schools. Thank you so much!

My fifth year as your superintendent continues to bring new projects and responsibilities to my office. As you read the enclosed reports for our schools, I believe that you will see what a wonderful school system you have and why it is held in such high regard. Thank you for the privilege and honor to represent the community of Southborough.

*Mary E. Finn School
Mary A. Ryan, Principal*

The Mary E. Finn School provides a rich learning environment for all our students. We are proud of the many educational innovations that are balanced with strong teaching strategies in each classroom. Our staff is continually involved in gaining professional information to enhance our programs and support the learning opportunities for our children. Our school is inclusive and provides a sense of community for all students and their families.

This past year was especially busy with the final preparation of the new facility and the move from Woodward back to Finn. Last January we began inventorying our furniture and equipment. The staff worked at each grade level to recommend purchases for the new building. The technology and library materials were determined based on their effectiveness in connecting with the district and school based curriculum goals. The communication technology was an important consideration in our plans as this is a critical component to the success of our school community.

During May and June 2000, Woodward bustled with activity as teachers and volunteers began the awesome task of packing the thousands of teaching materials and manipulatives that are part of our learning environment. Throughout the process, the teachers never missed a moment of teaching time through the last day of school in June. The challenge was finding nonintrusive areas to keep the filled boxes and locating them strategically for the move. As always, our parents stepped up to the plate and became a driving force in completing the move and assisting the teachers wherever they could.

As the heat of the summer became a reality, the move to Richards Road did not. The progress of the new building was monitored daily and decisions on the move date changed. Finally, during the third week of July we were given the go ahead to move. Of course, as anticipated nothing went smoothly and we had two of the雨iest days of the summer for the movers to complete the task. This became the start of the busiest August many of us had experienced. The moving trucks were barely out the driveway when the dedicated teachers at Finn arrived to empty all those belongings that had been packed a few short weeks before.

On August 29th we welcomed our students and their families to meet their teacher and tour the new facility. The halls were buzzing with excited voices as children visited their classrooms and all the other new areas, e.g. the library, music room, art room, etc. It was a pleasure to hear all the positive comments from families as they finished their tour. We were ready to start the school year with commitment and enthusiasm. Our building became a showcase for quality education.

Along with all the building issues, during the past year we continued to refine our curriculum and connect it to the state frameworks and district guides. The staff developed a comprehensive reading assessment package that is a model for other schools. Teachers participated in training for Differentiated Instruction and implemented it across the grades. A new progress report that is aligned to all our curriculum initiatives was developed. The teams also worked to establish benchmarks for the various instructional levels in their classrooms.

The teachers worked in teams to write exciting and educationally sound grants for the Southborough Education Foundation. We were awarded a grant that will provide staff training to integrate the use of our new weather station into the classroom science lessons. Our second grant provided the resource funds to develop science materials and instructional guidelines for grade 2. The grade 1 team received a grant that enabled them to start working on a Nature Nook at our new building. This is being coordinated by parent volunteers and the Southborough

Finn School (continued)

Garden Club. Each class was provided bulbs to plant around the trees that surround the building. We are anxiously awaiting spring when we can all enjoy the fruits of our labor.

Again this year, the S.O.S. at Finn has actively supported our curriculum initiatives with volunteers and monetary resources. The proceeds from the Boxtops for Education drive are dedicated to providing materials to enhance our literacy programs. They continue to connect enrichment and cultural events with our curriculum and provide us the opportunity to plan educational field trips at each grade level. A school's success is based on the commitment of each member of the community. We are very fortunate to have such dedicated parents working with us for the benefit of all our students.

The staff at Finn has not wavered in its commitment and professionalism throughout our temporary housing or transitions. They have worked as a team supporting each other and all their students and families. People who visit our school comment on the outstanding facility and the happy, nurturing atmosphere that exists.

*Margaret A. Neary School
Stephen Billhardt, Principal*

The Neary School opened its doors this fall with just over 500 students. With the addition of three new teachers, we are enjoying the finest teacher-student ratio in my five years at the school. Our seven new classroom teachers have done a tremendous job of acclimating themselves to the school, their peers and especially their students and families. Unfortunately, with the addition of additional teachers came another space crunch. The art room has moved into an area of the cafeteria for the second time in four years. We hope that this will be the last year where this program is impacted in this way.

In the third grade, writing is a skill that influences student achievement across the curriculum. Students need not only to master concepts taught, but also to communicate them effectively. Because of this and the needs of the students according to recent MCAS results, the third grade team decided to implement a program published by Houghton Mifflin English. The program teaches a variety of skills integrating the writing process, grammar, and mechanics. It uses literature to introduce concepts and provide opportunities for direct instruction in key language areas. It also emphasizes skills in vocabulary development, listening, speaking, thinking, and composition. Our goal is to integrate the Houghton Mifflin English program with other writing activities to increase the level of our students' writing performance.

In fourth grade, we are excited about our hand-on approach to science. Our science curriculum is based on the scientific process that emphasizes inquiry, and utilizes observation of concepts and problems. We stress observing, using all the senses; communicating, telling others what we have learned; organizing the knowledge gained; relating concrete and abstract ideas to test and explain theories; inferring, drawing conclusions from ideas that cannot be directly observed; and applying what has been learned to other situations. Our broad units of study include Environments, Land Forms/Plate Tectonics, Ideas and Inventions, Physics of Sound, and Microscopes/Microworlds. We make cross-curricular connections in each unit. We are using AIMS (Activities Integrating Math and Science) and FOSS (Full Option Science System) to help us achieve our goals.

In fifth grade, there is an Open Circle Literature Cart that is used to house a collection of books, purchased through an Open Circle Literature Connection Grant. These chapter books augment the Open Circle curriculum. Open Circle is a social competency skills program that

Neary School (*continued*)

helps children and teachers build positive relationships. The program, which is being implemented at all grade levels at Neary, is designed to address issues that students face at school, at home, and in the community. It provides a forum where concepts such as cooperation, communication, speaking up, respecting feelings, accepting differences and pro-active problem solving can be safely discussed. The topics are presented developmentally. The supplemental literature selections provide an additional opportunity for students to discuss and reflect on these crucial issues. Through the use of these books, students make the connections between literature and life, naturally. The issues that arise in the novels are issues that have been, or will be, part of Open Circle lessons. In accordance with the Massachusetts English and Language Arts Frameworks, the Open Circle curriculum, in conjunction with this newly developed literature cart, provides students with ample time to interact with one another, to explore each others' ideas, and to communicate their ideas to others.

The Art Program at Neary School continues to incorporate the Arts Frameworks document into lessons for students Grades 3, 4 and 5. Cross curriculum themes continue to connect art with classroom topics and learning (e.g. Egyptian art projects, mosaics, etc. in Grade 4). Students explore various art mediums in 2 and 3 dimensional forms and learn about aesthetics, art movements, artists and self-expression. Although the physical space (cafeteria) creates limitations on some projects and storage, the program continues to have a "presence" in the building. Student art work and visuals mark the space where hands-on learning, art making and creating take place. Some lessons have been adapted to "work" practically (as there is no running water or a sink) and more practical media and/or techniques are used to explore the art concepts and objectives at each grade level. Students learn about the "Parts of Art" such as color, shape, value, texture, etc. and assimilate art vocabulary. They learn to respond to works of art and respect and value the artwork of others as well as their own.

The General Music program at Neary School provides students in grades 3, 4 and 5 with the experience of many musical elements. These include singing, listening, movement, composing and playing classroom musical instruments. Music technology gives the students in each grade the opportunity to learn musically through interactive and MIDI music computer software. Third grade classes learn to play the recorder and perform a concert in the spring. All grades share classroom themes, where studies in the classrooms are integrated into the music curriculum.

The Neary School Chorus is an opportunity for students in grades 4 and 5 to grow musically using their voices. Chorus rehearsals are held once a week and include the following; vocal skill building, vocal techniques, breathing and tone quality exercises as well as building self-esteem through vocal confidence. Concerts and performances are held throughout the school year.

To promote active learning, the Neary School Library continues to provide students and staff with books and audiovisual material aligned with the state curriculum frameworks. Recognizing that students need practice in important information problem-solving skills, a classroom set of up-to-date almanacs, as well as multiple copies of other print and non-print reference sources are in demand for research projects. Our growing collection of audio books (80+) not only accommodates a variety of learning styles, but also provides a pleasurable way to enrich the Language Arts curriculum.

The focus for Instructional Technology for the 2000-2001 school year is integrating technology into the curriculum. We were fortunate to have received a Southborough Education Foundation Grant, The SMARTT grant (Science and Math are Revitalized through Technology).

Neary School (continued)

The grant provides for professional development for teachers in the areas of Math and Science and the integration of technology.

Thanks to the people of Southborough we have the infrastructure in place to fully integrate technology into the curriculum frameworks. This year's focus is using this infrastructure to its fullest potential. Teachers and students are coming up with new ideas daily. They are doing Internet research, web quests and multimedia presentations.

The Physical Education curriculum is incorporating many of the Massachusetts Comprehensive Health Curriculum Frameworks standards and learning strands into the current grade 3-5 program. Time is being allotted during the Physical Education classes for the students to study and learn about the skeletal system, muscular system, indicated and contra-indicated exercises for strengthening and flexibility. By the end of grade 5, it is expected a student will be proficient in the concepts of physical fitness, skeletal system, and basic stretching exercises for the body.

*P. Brent Trottier Middle School
Linda Murdock, Principal*

This is the third annual report for the P. Brent Trottier Middle School, which opened in August 1998, and currently has an enrollment of 436 students in the 6th through 8th grades.

At Trottier Middle School, we have just completed the second full year in our new state-of-the-art building. Throughout this past year, community and school use of our facilities has continued to increase. Our auditorium has been the site of several shows presented by the Southborough Players, as well as our school musical, "You're a Good Man, Charlie Brown," the Southborough Rotary Club talent show, and many concerts and other performances, for students and for the community. Trottier's excellent gymnasium has also received increased use for a wide variety of sports programs serving all ages, including Trottier's new interscholastic basketball program, as well as adult and community youth programs. As we move into this school year, we expect that our school will continue to be an active center for the community.

During this past year, a major focus has been work on our curriculum, including implementing the new district English/language arts, math, science and social studies curriculum guides. Teachers met regularly throughout the year, analyzed the curriculum and made changes where necessary. New units have been added in many areas, changes have been made in order of instruction and emphasis, and the social studies curriculum and science curriculum have been significantly revised. This fall, we began offering fast-paced French and Spanish classes in the 8th grade. With funding from the Southborough Education Foundation, we are also offering a new advanced art elective open to students in all three grades. The Trottier SOS funded the purchase and installation of a kiln for the art program, as well as helping us implement a new poetry and drama experience for our 7th and 8th graders. Recently, with funding from the Southborough Education Foundation, we were able to purchase a new video camera and accessories which will allow us to record and broadcast throughout the building events taking place in the school, and will make it easier to produce good broadcasts and tapes of community events.

During the past two years, professional development at Trottier has emphasized standards-based instruction. In school year 1998-99, with funding from a state professional development grant, our faculty were able to work with Louise Thompson, a well-known consultant in the area

Trottier Middle School (*continued*)

of standards-based instruction. Following this work, our 6th grade science and social studies teachers attended a summer course, and developed a series of units for 6th grade science and social studies double block classes, which were implemented during the past year. This year, we are implementing double-period classes and specially designed units in 6th grade for each subject. Also during the past two years, through our partnership with Tufts University, Lynn Schade has worked with our whole faculty on differentiated instruction techniques, modeling different ways of designing instruction to reach students at all achievement levels. We will be continuing this work in the coming year. This fall, we began the year with a full-day faculty workshop to identify priorities for the coming year. As a result of that workshop, faculty committees are currently working on developing a mission statement, reviewing and revising our report cards, improving school climate, developing an adviser/advisee program, and analyzing and improving facilities use.

Since we received the first results from the MCAS testing program, faculty in each subject area have worked to analyze the results of the tests and to make appropriate changes in curriculum and instruction. We recently received our results for the spring 2000 MCAS tests, which were again much higher than the state averages, and were also significantly higher than our spring 1999 results. This year, we will continue to analyze our test results and our curriculum, make changes as needed, and continue to work toward continuous improvement in teaching and learning. We will also continue to work with our students to help them achieve success on the MCAS tests. As part of this work, teachers include MCAS-type questions as part of their regular classroom instruction in order to give students familiarity with these types of questions. Every March, we hold a school-wide "MCAS Day," during which teachers work with students on specific test-taking skills and review various aspects of the testing program with them. Prior to the May MCAS testing, teachers also work with our 8th graders on reviewing content information from their studies in 6th and 7th grades.

We are continuing to increase our use of technology to enhance our students' educational experience and provide effective communication with parents. Students and parents frequently access our homework hotlines, and the use of voice mail has improved parent-teacher communication. The Internet is used both for student research and for classroom instruction. Our classroom computers and overhead monitors provide facilities for notetaking, brainstorming, and demonstration, and teachers are taking advantage of both the Internet and various specific software to enhance their classroom instruction. Many faculty members have participated in training on two new programs, Inspiration and PowerPoint, and are beginning to use them in the classroom. Teachers are also increasing their use of on-line resources for standards-based lesson plans in specific content areas. A new program has been installed to enable school nurses to better coordinate our health program, and scheduled meetings with our new district technology director will further improve our coordination and use of technology. Most recently, several of our faculty participated in workshops and training in integration of technology into our math curriculum, correlating with the Massachusetts math frameworks.

During this past year, we also undertook many different initiatives focusing on recognition and involvement of students. The Trottier School Council now includes student representatives, and our student council is becoming a more active part of the school. During this past year, we had administrators' lunches with students, student-initiated and organized events, the production of an independent newspaper by several 6th grade students, and many other events and activities involving students. Our school musical last spring involved close to 90 students in all three grades, and almost 250 students were involved in our annual volleyball marathon. In April, talented Trottier students and others were showcased in a talent show sponsored by the

Trottier Middle School (continued)

Southborough Rotary Club to raise funds for the Trottier Library. Throughout the year, assemblies and special presentations allowed students to perform and present for each other and for parents. Finally, our year-end awards assemblies were structured to provide more opportunities for student participation and recognition, and included several student speakers, as well as two student singing groups. During this school year, we will continue our efforts to involve more students in school activities, and to provide more opportunities for recognition of student accomplishments.

Our service learning program was expanded last year to add a white paper recycling program within the building. Throughout the year, students also worked with the kindergarten students in the Extended Day program. This past spring, senior citizens were involved in the program, through cooking demonstrations and "teas." In other service learning projects, students helped with a variety of different projects in the school and the town, including Heritage Day activities and the Youth Commission's annual Halloween party. Trottier students planned and organized a collection for the families of the six Worcester firemen who died in the warehouse fire in Worcester. The Trottier Student Council sponsored a drive to provide overcoats and other warm winter clothing for people in need, and students also participated in relief efforts for poor people in Nicaragua, organized by one of our 8th grade students. Trottier students mentored 4th and 5th grade students in math, the new Trottier Environmental Club started can and bottle recycling, and, through the efforts of the Southborough Youth Commission, several Trottier 8th graders participated in a "buddy" program with Finn Elementary School students. Last year, several Trottier students were honored with the President's Student Service Challenge Award, many earning a silver award (50-100 hours of community service) and some earning a gold award (over 100 hours of community service). This year, the Extended Day program is no longer housed at Trottier, but students will be continuing to work with younger children at Finn and Neary through a variety of programs, including the 7th grade children's book project, tutoring arrangements with Neary students, the Southborough Youth Commission "buddy" program, and other projects. The eighth grade community service projects and participation in the President's Student Service Challenge Award program are continuing, and our 7th graders are participating in brunches at the school with senior citizens. As part of our emphasis on student participation in their community and increasing the connections between school and community, we will continue to seek opportunities for our students to participate in community service projects as they come up during the year.

Again this year, the school curriculum has been enhanced in many ways through the generosity of the Trottier SOS. Our opening assembly was funded by SOS. The seventh grade had a presentation by the Chinese Song-Zhu Cultural Association, who taught Chinese brush painting, in connection with the 7th grade interdisciplinary unit on China, and the sixth grade will enjoy this presentation in January. Tom McCabe, a creative storyteller, worked with the sixth grade in a writing workshop, and a pair of poets from "Poetry Alive!" were at Trottier last year, and will again be at Trottier this coming January to work with seventh and eighth grade students on reading, dramatizing, and understanding poetry. The SOS also supported a seventh grade trip into Boston to the theater to see several short stories enacted as plays, as well as a trip to the science museum. As noted, the SOS funded the purchase of a kiln for the art program. The kiln was installed over the summer, and will allow our art curriculum to be expanded to include work with clay. SOS has also helped to organize and fund both new and traditional events throughout the year, including the activities of the First Two Days, our annual open house, the eighth grade banquet, awards day and the annual end of year cookout in the spring.

Trottier Middle School (continued)

The curriculum at Trottier Middle School also includes instruction for students in music and art, as well as opportunities for students to participate in music performance groups. The general music program at Trottier Middle School provides our sixth grade students with the experience of many musical elements, including listening to music, analyzing the various musical forms, experiencing and analyzing rhythms, improvising, singing, and composing their own music. There are also a number of music performance groups at Trottier, including the orchestra, which includes students from all three grades, the sixth grade chorus, band, and stage band, the seventh and eighth grade chorus, concert band, and big band, as well as a small flute ensemble and saxophone quartet. Students in these groups rehearse once, twice, or three times a week and learn skills in the context of preparing music for concerts and performances throughout the school year.

The art program at Trottier is provided for students in all three grades, and includes drawing, painting, printmaking, paper cutting, sculpture and clay, as well as interdisciplinary units. Projects are designed to encourage understanding of the medium being used, creative thinking, and artistic confidence. The projects follow a sequential, cumulative format through the three years to increase student skills, problem-solving abilities and knowledge of art, as well as providing a means of expression. Generally, lessons alternate between the instructive type to teach a specific skill or technique and the expressive type to allow students to use the skill creatively. Student work is displayed not only in the art room but also in the main lobby and corridors throughout the school, thus enriching the school environment for other students, teachers, parents, and visitors. Additionally, this year we are able to offer an art elective course, as a result of a grant from the Southborough Education Foundation. This course provides the opportunity for students to participate in an independent art class, in which they create a self-directed program of study. There will be an art show at the end of the year in which each art elective student will have at least one piece of artwork shown.

<i>Student Support Services Jean M. Bean, Director</i>
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The Southborough special education program provides educational services to approximately 190 children in grades pre-Kindergarten through grade 8. Children from Southborough who require an integrated pre-school classroom attend the Northborough/Southborough integrated pre-school class that is located at the Marion E. Zeh School in Northborough. The district had hoped to begin a classroom for pre-schoolers at the newly renovated Finn School, but was unable to due to construction delays. Fortunately, the Zeh School building had an open classroom and was able to accommodate these young students for school year 2000-2001. Five years ago, the district began to offer its own integrated pre-school programs when we began a class for three students. This current school year we are offering six part-time pre-school programs.

The special education programs in the Southborough Schools have been enhanced by the addition of a full time occupational therapist. In years past we have accessed contracted occupational therapy services through the collaborative.

All of the schools in the Southborough district have a complete Student Support Services Team. These teams consist of special education teachers, remedial reading teachers and tutors, a school nurse, speech and language therapist, school psychologist, behavior specialist and inclusion aides. These team members meet weekly along with the building principal and

Student Support Services (continued)

classroom teachers to identify students who may need some type of intervention support to access the school curriculum. Many of these children who receive this support do not require special education services, but may be assisted with support from any team member. Most of this support is minor curriculum modifications or social/behavioral support. This comprehensive student support services team has become an important element in each of the district's schools.

Our district takes pride in the extraordinary collaboration between regular and special education services. The Director of Curriculum/Instruction and the Director of Student Support Services work closely with the building principals to ensure that all curriculum initiatives provide for Differentiated Instruction - not only to meet the needs of students with challenges, but also for all those children who have special gifts and talents. We look forward to continued program enhancement that will result in improved education practices to meet the needs of all our learners.

<p style="text-align: center;"><i>Northborough-Southborough Professional Development Committee Charles E. Gobron, Chair</i></p>

Members of the Northborough-Southborough Professional Development Committee helped organize four professional development days during 2000. Each program and activity was designed to meet the needs of the individual educators in the district and to carry out the objectives of the Massachusetts Curriculum Frameworks. Because of the changes in recertification regulations, there was a special emphasis on aligning each activity with the goals listed in the Northborough-Southborough Professional Development Plan.

On January 18, 2000, teachers throughout the district were engaged in building based workshops especially geared toward helping them implement the goals of their individual School Improvement Plans. Activities included intensive writing seminars, hands-on science strategies, social studies initiatives, and a number of programs specifically selected for the purpose of improving student achievement.

This past spring members of the Professional Development Committee conducted a needs assessment survey to determine what professional development opportunities educators felt were necessary. The survey results listed technology training first, followed by workshops in the content areas. The third demand was training in assessment strategies, the fourth called for assistance in closely aligning instruction with the curriculum frameworks, and the fifth asked for more in depth training in differentiated instruction and study skills. The Committee also noted that many new teachers in the district, currently teaching with advanced professional certificates, have their own professional development requirements.

Strengthening the existing mentoring program and providing more opportunities for peer observation and assistance are two goals which continue to be a focus. As we approached the June 30th deadline for supervisor sign off on individual professional development plans, educators working in the Northborough-Southborough District found themselves in an enviable position.

All district wide and school based professional development opportunities continue to be in complete compliance with Department of Education regulations. Content area tracks, consisting of ten hours each, will be offered on a consistent basis over the next few years. In addition, our collaborative efforts with higher education institutions make it possible for

Professional Development Committee (continued)

Northborough-Southborough educators to receive “super professional development points” (1.5) for some efforts.

Another building based professional development day occurred on August 28, 2000. As teachers prepared for the opening day of school, it was an ideal time to examine the goals of the individual 2000-2001 school improvement plans. Workshops in the buildings included technology training, direct instruction of reading, science offerings, team building activities, and content-based initiatives.

A highly successful district wide professional development day took place on November 27, 2000. Twenty-nine workshops were offered; in keeping with the spring survey, they were divided into three categories: technological offerings, content-based initiatives, and pedagogical (assessment, differentiated instruction, study skills) workshops. In addition, over fifty educators designed special projects tied directly to district and/or school goals and approved by their supervisors. The second half of this PD initiative will take place on January 16, 2001.

Professional development activities in Northborough-Southborough have earned high praise from the local and state wide educational community. This is due in no small part to the high value Northborough and Southborough citizens have placed on educational efforts. In addition, the commitment to shared decision making by members of the administration and school committee have helped foster an atmosphere where educational excellence can flourish.

Curriculum Teams

<i>English Language Arts Curriculum Team Nancy Dooley, Chair</i>
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*English Language Arts Curriculum Team
Nancy Dooley, Chair*

The English Language Arts Curriculum Team for our K-12 district is engaged in reviewing and assessing our curriculum guide. The document has been in effect for two years and provides our students with a balanced literacy approach that encourages excellence in reading, writing, listening, speaking, and viewing. An analysis of its effectiveness, including any changes that may come forth from the Massachusetts Department of Education, continues to be a priority.

This year the Unified Spelling and Phonics Program previously implemented in the K-3 primary grades was expanded to Grades Four and Five. The program provides explicit, systematic phonics and spelling instruction for all our learners.

In order to continue fostering a strong appreciation for a rich language arts program, staff members are engaged in reviewing and updating the literature currently being presented in all of our classrooms throughout the district. A variety of assessment tools and procedures are utilized in this process. The district continues to embrace our vision statement that enables students to value, respect, and enjoy learning about and working with the English language.

<i>Science and Technology Engineering Curriculum Team Donald Holm, Chair</i>
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*Science and Technology Engineering Curriculum Team
Donald Holm, Chair*

The Science Curriculum Team completed the K-12 science curriculum and presented it to the regional school committee in January 2000. The awaited document was aligned with the state science curriculum framework and provided a map of topics for the

K-12 Curriculum (continued)

curriculum. The Northborough Southborough Science Curriculum is based on problem solving, communication, research and inquiry. The curriculum provides multiple learning opportunities for students in the following ways:

- The students are actively engaged.
- Inquiry centered science brings the real world into the classroom and into students' lives.
- Inquiry centered science promotes teamwork and collaboration.
- The inquiry centered science classroom accommodates different learning styles.
- Inquiry centered science encourages learning in more than one area of the curriculum.
- Students' grasp of new concepts and skills is reflected in their work during the activity.

The science curriculum addresses the "domains" of earth science, life science, physical science and technology and engineering. Domains are integrated into grade level programs and in some cases form a basis for grade level content.

Support for the revised science curriculum will be required. New material and kit acquisition will enable inquiry, research and experimentation. Science should also be a "hands on, minds on" curriculum. At the present time, science kits are anticipated as a means of augmenting the elementary science program.

The science curriculum will continue to be revised to accommodate the diverse needs and demands of the schools and state. The Science Curriculum Team deserves a special thank you for their continued dedication and leadership with the K-12 science curriculum.

<p style="text-align: center;"><i>Social Studies Curriculum Team Farhana Zia and Ed Reynolds, Co-chairs</i></p>

The chairs of the 1999-2000 Social Studies Curriculum Team gave a comprehensive presentation of the completed K-12 social studies document to the Northborough, Southborough, and Northborough-Southborough Regional School Committee on January 19, 1999. The School Committee duly approved the document.

Thereafter, the Social Studies Curriculum Team was involved in preparing the final draft of the K-12 Curriculum Guide for publication and distribution to the Northborough, Southborough, and Algonquin administration and teaching staff. The documents were distributed to all the schools by August 1999.

Time was dedicated during staff meetings at each school site for the staff to examine the document and have discussions about its implementation.

The remainder of the academic year 1999-2000 was spent gathering information relating to issues and concerns around the Social Studies Curriculum Document and its implementation in the district. These issues and concerns will be the basis for the committee's activities for the year 2000-2001.

<p style="text-align: center;"><i>Mathematics Curriculum Team Barbara Haig, Chair</i></p>

The Mathematics Curriculum Team is an ongoing committee with teacher representatives from each of the schools. The team acts as a communication link between and among the schools, discussing questions and concerns and acting as a support group for classroom

Curriculum (continued)

teachers.

During the 1999-2000 school year elementary teachers across the district began implementation of the standards-based curriculum program Investigations in Number, Data, and Space. These teachers also formed support groups with teachers from each of the schools in the district. By the end of the school year they were also providing instruction and support for other teachers in their buildings as they began their implementation.

During the present school year additional training and support groups are assisting teachers during the two-year implementation period. This autumn information sessions or curriculum nights were held for the parents of elementary children in the district. Training sessions are also being planned for parents. These sessions are to enable parents who would like to volunteer in their child's school to learn the philosophy and techniques of the program.

The middle school teachers are examining various mathematics programs that may be implemented in the near future. The mathematics teachers continue to meet with mathematics teachers from Algonquin to ensure alignment of content, goals, and expectations so that transitions are made with ease.

The Mathematics Curriculum Team is planning additional professional development opportunities for teachers as they implement these programs as well as the District's Mathematics Curriculum Guide. The team is continuing to assess the alignment of the Investigations program with the Curriculum Guide, noting topics that need attention at the various grade levels. The team is also preparing evaluation and assessment surveys to obtain teacher input concerning the progress of the implementation as well as the effectiveness of the curriculum.

<p style="text-align: center;"><i>The Arts Curriculum Team Lee Blanchett, Chair</i></p>

The Arts Study Team reconvened this year to review the Scope and Sequence, K-8, completed in June, 1999, for Music and the Visual Arts. The K-8 team members are focusing on gathering samples of students' work which will be included in the final version. The high school members of the study team are completing the Grades 9-12 Scope and Sequence for Drama, Humanities, Music, including the choral and instrumental programs, and the Visual Arts.

The Arts Study Team has worked diligently to align the Northborough - Southborough - Algonquin arts curriculum to the Massachusetts Arts Framework. The expectation is that the final copy of our curriculum guide, K-12, will be presented for approval in the spring of 2001.

<p style="text-align: center;"><i>Health Curriculum Team Laurie Pardee, Chair</i></p>

The Massachusetts Department of Education has finalized the Health Curriculum Frameworks and has established the expectations that all districts will align the local Health Curriculum with the state frameworks. This year the districts are focusing on the development of the Health Curriculum K-5. Ms. Laurie Pardee, the newly appointed School Nurse Leader, is leading the Health Curriculum team in revising the elementary Health Curriculum. This team has attended several statewide workshops in planning for the change in curriculum design. Health content is taught by the classroom teachers and is imbedded in the

Curriculum (continued)

day to day teaching activities. Most classes have the morning meeting as part of the daily routine. This meeting focuses on problem solving and self esteem which is a critical component of sound health. The school nurses also introduce health units into the school programs.

During the next two school years the Health Curriculum for the middle and high schools will also be updated and revised to reflect current concepts in the field of health education. It is our vision to connect health education and health intervention services in grades Pre-Kindergarten through Grade 12 and ensure that our children are well educated and safe in their community.

*Foreign Language Curriculum Team
Maxine Bellow, Chair*

The Foreign Language Curriculum Frameworks Study Team has recommended that both Spanish and French be offered in kindergarten and proceed through the grades until there is a complete program kindergarten through grade twelve according to the Frameworks.

Last year the middle schools requested that a fast-paced eighth grade program be started in both French and Spanish. That program did begin this fall. In addition, the implementation of sixth grade French and Spanish courses, that was discussed last year, is again under consideration for next year. These courses will strengthen students' preparation for the second year of Spanish or French at the high school level.

At Algonquin there are two new fifth year courses this year, AP Spanish and AP French. The curricula for these new courses are being written and all world language courses are regularly being reviewed and revised to align with the Frameworks.

The World Language Department at Algonquin works consistently to help students prepare for the MCAS even though foreign language exams are not included. The teachers use open-ended questions in all aspects of instruction and assessment. Students are encouraged to think, express their opinions, analyze, be creative, and, most of all, compare and contrast cultural practices of the target countries with their own.

Because of various standardized tests and the need to clarify expectations in class, this year rubrics have been a main focus. These scoring guides are used for both oral and written activities as well as for group activities and skits. For the AP classes the teachers use the AP test scoring guides for judging compositions while other teachers are familiar with the scoring guides from the SAT II's.

Recently, three members of the department attended a workshop entitled Assessing Performance through the Development of Rubrics and Criteria. The participants learned to create rubrics specifically along the lines of how a second language is learned and to encourage students to take risks when speaking a new language. The goal is not just to learn forms but most of all to become proficient in the language.

*Instructional Technology
Gail A. Jenks, Director of Technology*

At the recommendation of the district administrators a new position, Director of Technology, was created to oversee all technology purchases, support technology staff, and assure the use of technology as a tool in all grade levels.

Information Technology (continued)

As part of a team effort to maintain appropriate standards for the use of technology in our schools we also have a district wide Instructional Technology Committee which reviews and revises the Instructional Technology Plan to ensure the appropriateness of proposed purchases and implementation methods within our schools. This committee consists of faculty members from all schools, administrators, school committee members, and parents.

As a blueprint, the district's technology plan outlines not only hardware requirements, but more importantly, curriculum guidelines to assist teachers in using computers and related peripherals to enhance our curriculum and provide a variety of means to stimulate and expand the minds of our students. With the Town Meeting approval of the Capital Technology budget, we have been able to ensure that each school has at least one computer lab for whole group instruction and a minimum of two computers in each classroom, all of which provide Internet access. Additional equipment such as digital cameras, scanners, printers, and large screen monitors are available to supplement these computers. The continuing support of technology is necessary to guarantee that we reach the Massachusetts Department of Education Technology Benchmarks for 2003.

A vital component of the integration of technology is the training and support of our faculty. Professional development workshops provide training in applications and opportunities to explore ways to appropriately incorporate computers into the daily classroom agenda. The support aspect is fulfilled by Integration Specialists in all of our schools who model lessons, co-teach, and brainstorm interdisciplinary projects with our faculty.

Students are using computers and related technologies as an integral part of their education. Their communication skills are being enhanced through the use of word processing programs, graphic organizers, and presentation software such as HyperStudio and Power Point. Spreadsheet activities provide problem-solving challenges and a look at real world applications. Research skills are now more important than ever with the abundant resources available on the Internet. Not only are students being exposed to much more information but are required to use analytical and assessment skills to evaluate this information. It is exciting to see the many ways that our teachers are incorporating technology to provide enriching opportunities for our children.

Grants

As a result of applying and receiving grant monies from the state and federal levels, many initiatives will continue in our district. For example, through the "Access to the Curriculum" grant, a partnership will continue with Tufts University to ensure additional training and support for staff on Differentiated Instruction strategies. Through state and federal grants, the district was able to provide staff training and materials to support the Mathematics and Science curriculum guides. The following summary highlights the various grants.

E.C.I.A. Title VI

Under the terms of the Education Consolidation and Improvement Act E.C.I.A. Title VI, the district applied for and was awarded a grant in the amount of \$4,176.00.

Through the recommendation of the Superintendent of Schools, the grant funding was used to support technology to assist teachers in the alignment of teaching and learning to the

Grants (continued)

Massachusetts State Frameworks and the Massachusetts Comprehensive Assessment System (MCAS) test.

Dwight D. Eisenhower Title II

Under the terms of the Dwight D. Eisenhower Title II program, the district applied for and was awarded a grant in the amount of \$4,147.00

Through the recommendation of the Superintendent of School, the grant funding was used to provide staff training in the areas of Mathematics and Science. The training will support the efforts of teachers to implement the Investigations math program, and Full Option Science System (FOSS) program.

Access to the Curriculum

The district utilized its share of this grant to continue with our partnership with Tufts University. Consultants trained our staff in Differentiated Instruction strategies. The training afforded both regular and special education teachers the opportunity to enhance their teaching methods to address various learning styles. Total grant funding for the Northborough, Southborough and Northborough-Southborough Regional School Districts was \$17,943.00.

Drug Free Schools Grant

The Drug Free Schools Grant supports district initiatives that encourage students in grades K-12 to choose safe life styles. Initiatives supported through these funds include Personal Safety, Middle School Parent Workshops and an anger management program. An after school homework club is also subsidized by this grant. The district has a heavy emphasis on using these funds for prevention in hopes that children may be diverted from requiring long-term intervention. The total grant funds for the Northborough, Southborough and Northborough-Southborough Regional School Districts totaled \$26,786 for school year 1999-2000.

Health Protection Grant

The purpose of the Health Protection Grant is to assist school districts in developing a comprehensive health curriculum and a continuum of health related services for all students under the coordination of the newly appointed School Nurse Leader. This grant supports funding of a school adjustment counselor, a part-time guidance counselor, a school psychologist and an intervention teacher. Health Protection funds provide supplemental materials for the K-5 health curriculum, supplies to support the health curriculum at the middle and high schools, as well as educational materials for the school nurses. This consolidated grant for the Northborough, Southborough and Northborough-Southborough Regional School Districts totals \$92,955 for the 1999-2000 school year.

Federal Grant 94-142

The Northborough, Southborough, and Northborough-Southborough Regional School Districts received \$298,287 in federal entitlement money to support special education programs during the 1999-2000 school year. The funding was based on the number of children receiving services through special education plans. The districts combined the funds to support specialized programs. The funds were used to employ a teacher of adaptive physical education, speech therapists, instructional aides and tutors. The funds provided under 94-142 cannot be used as replacement funds but must be used for additional specialized services.

Grants (continued)

Community Partnership

The Southborough School District participates along with the communities of Boylston, Berlin, Northborough and Marlborough, in the Community Partnership for Early Childhood Education. The Y.M.C.A in Southborough and in Northborough as well as other participating private preschools are able to provide subsidized tuition to working parents. Parents are allowed subsidies even if the income is earned by two parents working. The school district benefits from this program through help in supporting special education staff and special needs children attending these integrated programs. This grant has been providing funds for the past three school years. More information regarding this program is available through the Y.M.C.A. Boroughs Branch.

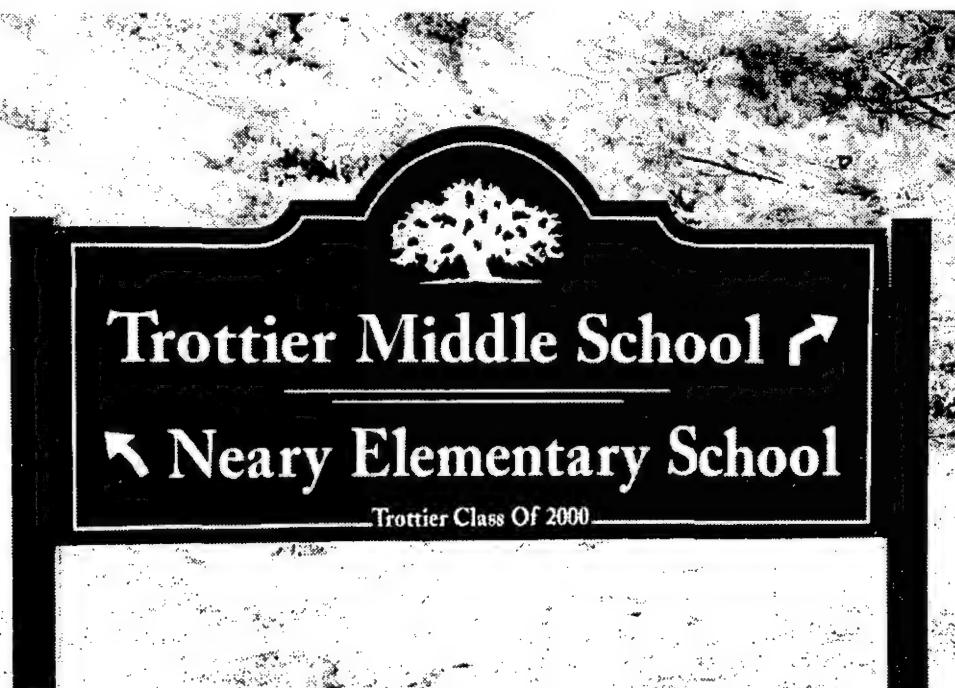
Early Childhood Grant

The consolidated districts of Northborough and Southborough share their funds to employ an Early Childhood Coordinator and a Special Education teacher for children with special education needs at the preschool level. The integrated program was housed at the Zeh School and served children from both districts. A second half-day program began last year and was partially funded through tuition for typically developing children. Further expansion is anticipated over the next several years. The Early Childhood Grant totaled \$33,061 during the 1999-2000 school year.

Enhanced School Health Services Grant

The Northborough, Southborough and Northborough-Southborough Regional School Districts have been awarded an Enhanced School Health Services Grant for school years 1999-2000 through 2003-2004. This grant allows the districts to strengthen health services in each school. Our districts' focus also includes creating stronger links between health services and health education.

The first phase of the grant implementation in 1999-2000 totaled \$60,300 and included purchasing health office equipment and computers for all school nurse stations.



SOUTHBOROUGH PUBLIC SCHOOLS

Enrollment by Grades

October 2, 2000

<u>School</u>	<u>K</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>Total</u>
Finn	173	156	183							512
Neary				165	170	167				502
Trottier							153	133	152	438
Total	173	156	183	165	170	167	153	133	152	1452

FACULTY OF SOUTHBOROUGH PUBLIC SCHOOLS

2000-2001

Mary E. Finn School

Principal

Mary A. Ryan, B.S., M.Ed., Worcester S.C.

Assistant Principal

John Quinn, B.S., Springfield College; M.S., Univ. of Mass., Boston

Kindergarten

Nancy E. Bauman, Co-Team Leader, B.A., Regis College

Heather A. Devine, Co-Team Leader, B.S.Ed., Syracuse Univ.; M.Ed., Fitchburg S.C.

Joan E. Croeber, B.S., B.A., Keene S.C.

Maureen E. Silven, B.A., M.A.T., Tufts Univ.

Grade 1

Kimberly F. Nanigian, Team Leader, B.S.Ed., Univ. of Edinboro, PA

Christen Barnicle, B.S., Boston Univ.

Lori Donfrancesco, B.S., Boston Univ.; M.A.T., Rhode Island College

Jodi Geller, B.A., M.A.T., Tufts Univ.

Sara T. Miller, B.S.Ed., Wheelock College

Katie L. Prunier, B.S., M.Ed., Univ. of Mass.

Lorraine Q. Robinson, B.S.Ed., Framingham S.C.

Mary Jane Sparrow, B.A., Univ. of Mass.

Monica Steinberg, B.S.Ed., City College of City Univ. of NY; M.S.Ed., Queens College(LOA)

Grade 2

Mary Jo Fisher, Co-Team Leader, B.S., State Univ. of N.Y.; M.Ed., St. Michael's College

Elizabeth Loeffler, Co-Team Leader, B.S., Univ. of Mass./Amherst; M.Ed., Framingham S.C.

Amy Brewis, B.S., Elmira College, NY

Margaret J. Daly, B.S. Ed., Bridgewater S.C.; M.Ed., Framingham S.C.

Finn School (continued)

Kelli Dupuis, B.A., M.A. Univ. of Conn.
Mary E. Lincoln, B.S., Boston College; M.Ed., Anna Maria College
Marie A. Majeski, A.B. Anna Maria College; M.Ed., Worcester S.C.
Christine Morris, B.S., Worcester S.C.; M.Ed., Lesley College
Bethany G. Wharton, B.A., Becker College

Margaret A. Neary School

Principal

Stephen L. Billhardt, B.A., Dickinson College; M.Ed., Lesley College; C.A.S., Harvard Graduate School of Education

Assistant Principal

John Quinn, B.S., Springfield College; M.S., Univ. of Mass., Boston
Grade 3

Vasiliki Angelou, Co-Team Leader, B.A., Univ. of Mass.; M.Ed., Worcester S.C.
Karyn B. Stodulski, Co-Team Leader, B.S., Fitchburg S.C.
Kimberly Collins, B.S., Springfield College
Karen Hierman, B.S., North Adams S.C.; M.Ed., Framingham S.C.
Elizabeth McDonnell, B.A., Colby College; M.Ed., Lesley College
Susan Murphy, B.A., Mount Holyoke College; M.Ed., Boston Univ.
Rosalie Vendetti, B.A., William Patterson College; M.Ed., Framingham S.C.
Kathryn Wilson, B.A., Providence College

Grade 4

Katharine Howard, Team Leader, B.A., Anna Maria College; M.Ed., Worcester S.C.;
C.A.G.S.,
Boston Univ.

Diane Buyniski, B.S., Worcester S.C.; M.Ed., Worcester S.C.
Kathleen Denning-Lord, B.A., St. Joseph's College; M.Ed., Boston College
David Finneran, B.S., Assumption College; M.Ed., Anna Maria College
Amy K. Kelly, B.A., Hobart/William Smith College; M.Ed., Boston College
Melissa Pennacchia, B.A., Brown Univ.; M.A.T., Tufts Univ./Columbia Univ.
Marie Quinn, B.S.Ed., Bridgewater S.C.
Mary Ellen Shields, A.S., Quinsigamond C.C.; B.S., Fitchburg S.C.; M.Ed., Framingham S.C.
Kristin Theve, B.S., Springfield College; M.Ed., Worcester S.C.

Grade 5

Joy Collins, Co-Team Leader, B.A., Univ. of Mass. Amherst
Miriam Soldo, Co-Team Leader, B.S., North Adams S.C.
Joyce Burzillo, B.S.Ed., M.Ed., M.SpEd., Framingham S.C.
Sheila Finnegan, B.A., M.Ed., Bridgewater S.C.
Charles Gobron, A.B., Holy Cross; M.Ed., Framingham S.C.
Linda Moran, B.A., Merrimack College
Daniel Shea, A.A., Worcester Jr. College; B.S. Ed., Bridgewater S.C.
Jennifer Turieo, B.S., Fairfield Univ.; M.Ed., Anna Maria College
Gregory Wallack, B.S., Univ. of Wisconsin

P. Brent Trottier Middle School

Principal

Linda A. Murdock, B.A., Univ. of MN; M.Ed., Lesley College; M.Ed., Cambridge College; J.D., Harvard Law School

Assistant Principal

David Smith, B.S., Keene S.C.; M.Ed., Worcester S.C.

Grade 6

Patricia Cohen, Team Leader, B.A., Regis College; M.Ed., Worcester S.C.

Michael Delman, A.B., Brown Univ.; M.Ed., Lesley College

Richard Gablaski, B.S.Ed., M.S., Worcester S.C.

Kelley Gangi, B.A., Univ. of Mass.

Jill Katzer, B.S., M.S., Syracuse Univ.

Sandra Scordato, B.A., Boston College; M.Ed., Lesley College

Marylea Sullivan, B.A., Univ. of Mass.; M.Ed., Worcester S.C.

Grade 7

Gail Dufault, Team Leader, B.A., M.Ed., Worcester S.C.

Andrew J. Crowe, B.A., Vassar College; M.Ed., Univ. of NH

Lori Gompf, B.S., Ohio Univ.; M.Ed., Boston College

Kathleen Haley, B.S., Univ. of NH; M.Ed., Lesley College

Peter Langelier, B.S.Ed., M.Ed., Worcester S.C.

Keith Lavoie, B.A., Stonehill College; M.A., Sacred Heart Univ.

Grade 8

Susan B. Farese, Team Leader, B.A., Boston College; M.Ed., Cambridge College

Steven Brady, B.A., Assumption College

Elizabeth Henry-Veeneman, B.A., M.A.T., Univ. of Pittsburgh

Lawrence Hockstad, A.B., M.A.T., Harvard Univ.

Lisa Klein, B.S., College of William and Mary

P. Daniel Lewis, B.A., Dartmouth College; M.A., Tufts Univ.

Gabrielle Perlman, B.A., Hofstra Univ.

Family and Consumer Science

Linda L. Bowes, B.S., M.Ed., Framingham S.C.

French/Spanish

Rosemary Flaherty, B.A., Wellesley College

Margaret Marinelli, B.A., Boston College; M.Ed., Worcester S.C.

Jane E. O'Toole, B.A., College of Wooster, OH; M.Ed., Univ. of Arizona

Health and Physical Education

William O'Connor, B.S.Ed., Northeastern Univ.; M.Ed., Boston State Teachers College

Study Skills

Thera F. Robbins, B.A., Ohio Univ.

Technology Education

Douglas Somerville, B.S., M.Ed., Bridgewater S.C.

Special Education/Student Support Services

Inclusion Specialist

Dr. Karen P. Carlson, B.A., Wellesley College; Ph.D., Univ. of So. Florida

School Psychologist

Nancy G. Gerety, B.S., Univ. of Mass; M.Ed., Boston College; M.A., Tufts Univ.

Patrice McGourty, B.S., Northeastern Univ.; M.Ed., Rivier College; C.A.G.S., Assumption College

Trottier School (continued)

Special Needs Resource Teachers

James Burke, B.A., American International College; M.Ed., Framingham S.C.
Jessica E. Fay, B.S., The College of St. Rose
Mary Insani, B.S.Ed., M.Ed., M.Ed. Admin., Framingham S.C.
Margery Lubanko, B.S., Univ. of Hartford; M.A., California S.U., Northridge
Deborah L. Record, B.A., St. Michael's College; M.Ed., Simmons College
Gwen Robison, B.S., Univ. of Mass.
Clayton Ryan III, B.A.; M.Ed., Framingham S.C.
Catherine Webb, B.S., Univ. of Vermont (LOA)

Remedial Reading

Patricia Pastner, B.A., Anna Maria College; M.Ed., Worcester S.C.
Jennifer R. Shields, B.S., North Adams S.C.; M.Ed., Framingham S.C.

Language Arts Tutor

Betsy Joseph, B.A., Tufts Univ.; M.Ed. Framingham S.C.
Joan L. McMahon, B.S., Eastern Conn. S.C.; M.S., Fordham Univ.

Special Needs Tutors

Frances Caddigan, B.S.Ed., Boston College
Patricia Carlson, B.A., Westfield S.C.
Sally A. Mitchell, B.S., Univ. of Mass.
Barbara L. Wicklman, B.S., Gordon College

Speech Pathologists

Jill M. Johnson, B.A., Assumption College; M.S., MGH Institute of Health Professionals
Wendy Morrison, B.S., Univ. of Mass.; M.S., Univ. of Wisconsin
Jennifer Potts, B.S., Providence College; M.S., Worcester S.C.
Phyllis Trincia, B.F.A., M.A., Ohio Univ.

School Nurses

Laurie C. Pardee, Nurse Leader, B.S., Worcester S.C.; M.S.N. Anna Maria College
Dale A. Burgess, B.S.N., Northeastern Univ., Certified
Frances Carrigan, R.N., St. Vincent's Hospital, Certified
Carolann R. Kane, R.N., Catherine Laboure School of Nursing, Certified

School Physician

Dr. Sharon Campion

Occupational Therapist

Tricia Cabral, B.S., Univ. of N.H.

Teaching Specialists

Art

Martha K. Bachman (Finn/Trottier), B.F.A., Alfred Univ.; Art Ed. Teaching Cert., Edinboro Univ.

Joyce Caras (Finn), B.F.A., Univ. of Mass/Lowell

Marsha Gleason (Neary), B.A., Westfield S.C.

Computer

Beth M. DePasquale (Finn), B.S., Worcester S.C.; M.Ed., Fitchburg S.C.

Patricia Lally (Neary), B.A.Ed., Univ. of Mass/Amherst; M.Ed., Worcester S.C.

Evelynne Maynard (Trottier), B.S., Worcester S.C.

Library/Media

Leslie Duffy (Trottier), B.A., Univ. of Mass; M.S., Simmons College

Trottier School (continued)

Jan Herzog (Finn), A.B., Wellesley College, M.S., Simmons College

Laurie Woodfin (Neary), B.A., Colby College; M.S., Simmons College
Guidance

Alisa Bernat (Trottier), B.A., Colby College; M.Ed., Lesley College

Barbara D. Dumont (Trottier), A.B., M.A., Univ. of Michigan

Tanya Marderosian (Finn), B.S., M.A., Framingham S.C.

Elizabeth Sobol (Neary), B.S., Boston Univ.; M.A., Univ. of Maryland

Music

Frances Alibrio-Curran (Neary/Trottier), B.S., Univ. of Conn.; M.M., Univ. of Lowell

Carolyn M. Alzapiedi (Trottier/Finn), B.M., Anna Maria College

Ann M. Chetwynd (Finn), B.M., Univ. of Mass/Lowell

Stephen Curtis (Neary/Trottier), B.A., Berklee College of Music; M.M., Univ. of Mass/Lowell

Kristen Grillo (Neary), B.M.E., Univ. of Southern Maine

Rebecca Makara (Neary/Trottier), B.M., Catholic Univ. of America

Physical Education

Anne-Marie Angus (Finn/Trottier), B.Ed., Dunfermline College (Scotland)

Raymond LaChance (Neary), B.S., Springfield College

Pamela Lunder (Neary), B.S., Skidmore College

Brenda Lutfy (Neary), B.S., M.S., Bridgewater S.C.

Thomas P. McCabe (Finn), B.S., Univ. of NH

Supportive Personnel

Special Needs Aides

Ronna Aronson (Neary), B.S., Univ. of Mass., Amherst

Pamela Bishop (Finn), B.S. Merrimack College

Nancy Boynton (Trottier), B.A., State Univ. College at Potsdam, NY

Susan M. Carta (Finn), B.A., Boston College; M.S., Wheelock College

Susan T. Clark (Neary), B.A., Ithaca College; M.A., Syracuse Univ.

Donna Daluise (Trottier), B.S., Salem S.C.

Rachel Goldberg (Neary), B.S., Univ. of Hartford; M.Ed., Simmons College

Patricia G. Harrison (Finn), B.A., Westfield S.C.; M.Ed., Lesley College

Tracie B. Lee (Finn),

Sue Ellen Lievense (Finn), B.A., Michigan State Univ.; M.A., Univ. of Detroit

Paul Palumbo (Neary), B.A., College of Holy Cross

Sue Ellen Renfrew (Trottier), B.A., Earlham College

Virginia S. Sands (Finn), B.S., Framingham S.C.

Thomas St. Pierre (Trottier), B.A., Dickinson College

Mary Ann White (Neary), B.A., Univ. of Maine (P.L. 94-142)

Substitute Callers

Joan Baker (6-8)

Secretaries

Deborah Geever (Finn)

Barbara Gordon (Neary)

Monica Kennedy (Special Needs, Finn)

Kimber-Lee A. Barton (Trottier)

Trottier School (continued)

Clerical Aides

Robin Mason (Finn)
Sara Hamill (Neary)
Nancy Joyal (Trottier)

Custodial Personnel

Christopher Banks (Finn)
Keith J. Campbell (Finn)
Michael Castell, Head Custodian (Neary)
Scot Dunnet (Trottier)
Paul Flynn (Neary)
Michael Maguire (Trottier)
Joseph Mancini (Trottier)
Janice E. Morin (Trottier)
Daniel Morrisor., Head Custodian (Trottier)
James M. Robbins (Neary)
Brian Sullivan, Head Custodian (Finn)
John Welch (Finn)
Jayson Winsor (Finn)

Cafeteria Personnel

Theresa Locke, Supervisor of Cafeterias
Denise McShera, Manager (Trottier)
Norene Cooley (Trottier)
Susan Hillcoat (Neary/Trottier)
Janice Monroe (Finn)
Cheryl A. Pini (Trottier)
V. Kathleen Riga (Neary)
June Tidman (Finn)

Cafeteria Personnel

Theresa Locke, Supervisor of Cafeterias
Denise McShera, Manager (Trottier)
Norene Cooley (Trottier)
Susan Hillcoat (Neary/Trottier)
Janice Monroe (Finn)
Cheryl A. Pini (Trottier)
V. Kathleen Riga (Neary)
June Tidman (Finn)



TOWN OF SOUTHBOROUGH SCHOOL FINANCIAL STATEMENT
 FOR THE 2000 FISCAL YEAR - JULY 1, 1999 THROUGH JUNE 30, 2000

APPROPRIATION:

Regular Education	\$ 6,196,706
Special Education	\$ 1,710,988
Total Beginning Appropriation	\$ 7,907,694
Additional Appropriation (Sped Deficit)	\$ 75,000

Total Appropriation	\$ 7,982,694
---------------------	--------------

EXPENDITURES:

REGULAR DAY PROGRAMS

ADMINISTRATION:

School Committee	\$ 21,775
Superintendent's Office	\$ 116,863
Administrative Support Services	\$ 69,800
Total Administration	\$ 208,437

INSTRUCTION:

Supervision	\$ 28,818
Principals' Offices	\$ 389,333
Teaching	\$ 3,947,205
(Includes Salaries, Supplies and Materials)	
Professional Development	\$ 46,268
Textbooks & Instructional Equip	\$ 167,217
Library Services	\$ 169,461
Media Services	\$ 6,474
Guidance Services	\$ 132,462
Total Instruction	\$ 4,887,237

OTHER SCHOOL SERVICES:

Attendance Services	\$ 500
Health Services	\$ 112,991
Pupil Transportation	\$ 203,631
Cafeteria Services	\$ 4,322
After School Activities	\$ 9,800
Student Body Activities	\$ 7,413
Total Other School Services	\$ 338,657

OPERATION OF PLANTS:

Custodial Services (Salaries & Supplies)	\$ 369,439
Heating	\$ 82,384
Electricity	\$ 99,049
Telephones	\$ 32,138
Gas	\$ 2,056
Water	\$ 8,971
Technology Telecommunication	\$ 7,580
Total Operation of Plants	\$ 601,618

MAINTENANCE:

Grounds	\$ 2,643
Buildings	\$ 67,272
Equipment	\$ 31,038
Technology Maintenance	\$ 19,833
Total Maintenance	\$ 120,786

EARLY RETIREMENT LIABILITY:

LEASE OF EQUIPMENT:

NEW EQUIPMENT OVER \$5000:

TUITION OTHER PUBLIC SCHOOLS:

TOTAL EXPENDITURES, REGULAR DAY PROGRAMS	\$ 6,189,505
---	--------------

SPECIAL EDUCATION PROGRAMS

Supervision	\$ 65,755
Teaching (Salaries & Supplies)	\$ 814,067
Professional Development	\$ 2,778
Psychological Services	\$ 133,399
Technology SPED	\$ 3,121
Health Services	\$ 67,894
Transportation	\$ 150,916
Telephone	\$ 644
Equipment Maintenance	\$ 4,668
Programs - Other Schools in Massachusetts	\$ 410,179
Payments to Collaboratives	\$ 77,567
Repayment of SPED Loan	\$ 55,000
TOTAL EXPENDITURES, SPECIAL EDUCATION	\$ 1,785,988

TOTAL EXPENDITURES REGULAR DAY PROGRAM	\$ 7,975,493
---	--------------

BALANCE RETURNED TO GENERAL FUND:	\$ 7,201
--	----------

SCHOOL LUNCH ACCOUNT

INCOME:	
Balance from FY99	\$ -
Total Receipts, FY00	\$ 152,885
Appropriation	\$ 4,322
Total Revenues	\$ 157,206

EXPENSES:

Total expenditures	\$ 157,206
BALANCE TO FY01	\$ -

EISENHOWER GRANT-MATH & SCIENCE

Expenditures	\$ 3,647
Unexpended Balance	\$ 500
Total Grant Received	\$ 4,147

TITLE VI GRANT

Expenditures	\$ 3,434
Unexpended Balance	\$ 742
Total Grant Received	\$ 4,176

EARLY CHILDHOOD GRANT

Expenditures	\$ 14,523
Unexpended Balance	\$ -
Total Grant Received	\$ 14,523



MARY E. FINN
ELEMENTARY SCHOOL



MARGARETA NEARY
ELEMENTARY SCHOOL



BRENT TROTTER MIDDLE SCHOOL

ANNUAL TOWN WARRANT

of the

TOWN OF SOUTHBOROUGH

MASSACHUSETTS



For the Annual Town Meeting on

April 9, 2001

TABLE OF CONTENTS

Page No.

Budget Overview.....	v
Town Finance Terminology	xi
Introduction to the Rules of Town Meeting	xii

Articles

1. To Hear Reports	1
2. Elective Officers Salaries	1
3. Acceptance of Monies From Contributors	1
4. Borrowing Authorization.....	1
5. Capital Budget Planning Committee Report	1
6. Personnel Salary Administration Plan	1
7. Budgets	3
Moderator	4
Advisory Committee.....	4
Board of Selectmen.....	4
Town Accountant.....	4
Assessors.....	5
Treasurer/Collector	5
Legal	5
Personnel Board.....	6
Administrative Support.....	6
Central Services/OPS Support	6
Town Clerk	7
Elections & Registration	8
Conservation Commission	8
Planning Board	8
Town Buildings & Grounds.....	9
Police	10
Fire	10
Building Department.....	11
Civil Defense	11
Animal Control Officer and Animal Inspector	12
Department of Public Works	13
Street Lights.....	15
Board of Health.....	16
Council on Aging.....	16
Veterans' Services	17
Youth Commission	17
Library	18
Recreation	18
Historical Commission.....	19
Insurance.....	20
Interest on Debt - General Fund	21
Interest on Debt - Water Fund	14
Debt Service - General Fund.....	21
Debt Service - Water Fund	15
Reserve Fund	21
Southborough Schools	22
Algonquin Regional High School	24
Assabet Valley Regional Vocational School	27

TABLE OF CONTENTS*(continued)***Articles (cont.)****Page No.**

8. Surplus Revenue Account	29
9. Memorial Day Expense	29
10. Worcester County Retirement System.....	29
11. Payment of Accrued Vacation and Sick Time Owed to Retirees	29
12. Maintenance (on going) of Town House.....	29
13. Final Design and Construction of Southborough Community Facilities.....	29
14. Maintenance (on going) Fayville Village Hall	29
15. Monitoring of Parkerville Road Landfill.....	29
16. Hiring Special Legal Counsel.....	29
17. Funding of Marlborough Addictions Referral Center	29
18. Implementing a Geographic Information System.....	29
19. Maintenance of Town Roads.....	29
20. Chapter 90 Highway Improvements.....	29
21. Purchasing Public Works Equipment.....	29
22. Accept Land for Cemetery Purposes	30
23. Testing, Monitoring and Site Remediation at Public Works Facility	30
24. Acquire Police Cruisers and Police Van.....	30
25. Acquire New Boiler System for Police Station	30
26. Hiring Consulting Engineers	30
27. Municipal Audit.....	30
28. Funding of MetroWest Planning Office	30
29. Participate in Joint Purchasing Contract for Goods and Services.....	30
30. Contributing to Annual Budget of SuAsCo Watershed Community Council	30
31. Heritage Day Expenses.....	30
32. Maintenance of Equipment.....	30
33. Casualty and Other Losses Not Covered by Insurance.....	30
34. Renew Revolving Fund for Part Time Inspectors	31
35. Purchase a Copier	31
36. Hazardous Waste Day	31
37. Stabilization Fund.....	31
38. Workers' Compensation Claim Reserve Fund	31
39. Transfer Control and Management of South Union School to Board of Selectmen	31
40. Hire Architectural Firm for Feasibility Study of South Union School to Serve as Arts Center	31
41. Compensating Senior Citizens for Services Rendered to the Town	31
42. Hire Staff for Capital Planning and Building Maintenance for Schools and Town Buildings	31
43. Revolving Account for Receipt of Ambulance Fees	31
44. Insert Fire Alarm Code into the Code of the Town of Southborough	31
45. Replace windows at Fire Headquarters	36
46. Purchase Equipment for Public Safety Dispatch Facility.....	36
47. Install Waste Water Holding Tanks at Fire Headquarters and Station 2	36
48. Road and Sidewalk Safety Improvements Along and Near Southville Road and Parkerville Road	36
49. Amend Town By-Law Section 41-20 Regarding Quorum Requirement	36
50. Insert New Section 41-1.D, Schedule Fall Town Meeting, to Code of the Town of Southborough	36
51. Financing Water Pollution Abatement Facility Projects.....	36
52. Purchase Two Portable Classrooms for Neary School	36
53. Purchase Classroom Furniture for Neary School	36
54. FY 2002 Installment of Multiyear Technology Update in Southborough Public Schools	37
55. Southborough Public Schools' Portion to Purchase Furniture & Equipment for Superintendent's Office	37
56. FY 2002 Installment of Multiyear Technology Update at Algonquin Regional High School	37

TABLE OF CONTENTS
(continued)

Articles (cont.)	Page No.
57. Making Extraordinary Repairs, Renovation and Purchasing Equipment at Algonquin Regional High.....	37
58. Northborough-Southborough Regional School District's Portion to Purchase Furniture & Equipment for Superintendent's Office.....	37
59. Amend Southborough Zoning Code – Change Residence B District to Business Village District	37
60. Amend Southborough Zoning Code, Article III, Section 174-8.2, Paragraph A.(8) and Section 174-8.2, Paragraph B.(12), Use Regulations.....	37
61. Amend Southborough Zoning Code, Article III, Section 174-8.2, Paragraph D.(4), Use Regulations	37
62. Amend Southborough Zoning Code, Article III, Section 174-8.2, Paragraph D.(5), Use Regulations	37
63. Amend Southborough Zoning Code, Article III, Section 174-8.3, Paragraph D.(5) and Paragraph E.(5), Use Regulations	38
64. Amend Southborough Zoning Code, Article III, Section 174-13, Landscaping.....	38
65. Amend Zoning Map of the Town of Southborough.....	38
66. Amend Zoning Map of the Town of Southborough.....	39
67. Accept Brookside Road as a Public Way	39
68. Accept Vale Terrace as a Public Way	40
69. Accept Killam Farm Lane as a Public Way	40
70. Accept Hubley Lane as a Public Way	40
71. Accept Massachusetts General Laws, Chapter 44B, Sections 3-7, Community Preservation Act.....	40
72. Free Cash.....	40

TOWN OF SOUTHBOROUGH BUDGET

2/7/01 13:31

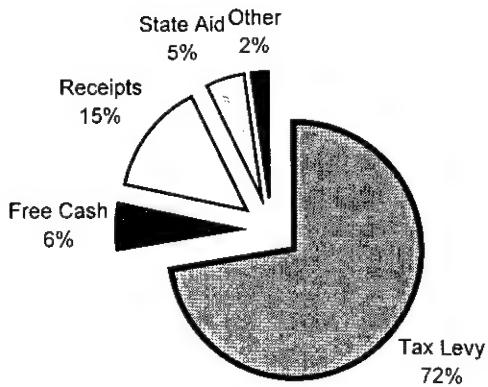
REVENUE

	1995	1996	1997	1998	1999	2000	2001
LEVY LIMIT (within tax limit)	8,819,266	9,468,771	10,309,556	11,010,138	11,785,254	12,623,495	14,219,187
2 1/2 % (within tax limit)	220,482	236,719	257,739	275,253	294,631	315,587	355,480
NEW GROWTH (within tax limit)	405,515	604,066	442,843	499,863	543,610	1,280,105	915,013
TOTAL (within tax limit)	9,445,263	10,309,556	11,010,138	11,785,254	12,623,495	14,219,187	15,489,680
EXEMPTION(outside tax limit)	476,129	397,163	428,523	788,415	1,581,908	1,988,216	2,633,229
REIMBURSEMENT FOR SCHOOLS	0	0	0	0	0	661,256	987,481
TOTAL LEVY	9,921,392	10,706,719	11,438,661	12,573,669	14,205,403	15,546,147	17,135,428
LOCAL RECEIPTS	2,149,464	2,152,838	2,208,363	2,713,302	2,945,808	3,309,075	3,273,751
FREE CASH	917,753	895,875	1,280,000	1,074,500	1,224,500	1,371,000	937,222
LOCAL AID	690,074	796,012	885,486	1,008,483	1,154,204	2,037,901	3,381,758
OTHER RESERVES	608,237	272,156	359,891	775,029	533,732	699,377	883,377
TOTAL REVENUE	14,286,920	14,823,600	16,172,401	18,144,983	20,063,647	22,963,500	25,611,536

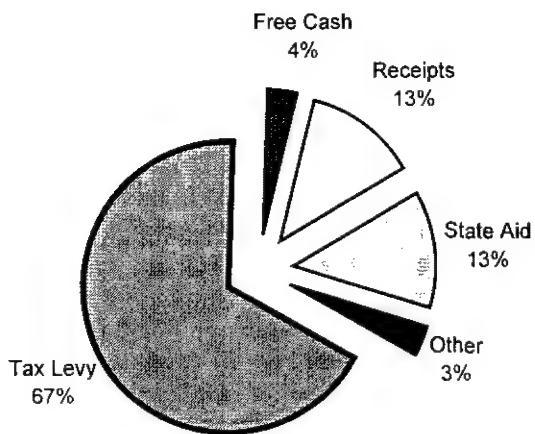
EXPENDITURES

	1995	1996	1997	1998	1999	2000	2001
MISC.	88,645	124,280	250,523	192,948	626,878	256,484	948,330
OVERLAY	350,000	150,000	292,254	241,046	200,000	201,843	331,265
DEBT & INTEREST	423,915	535,697	584,017	883,790	1,298,443	1,988,216	1,837,879
CAPITAL ARTICLES	1,515,955	960,306	972,541	1,689,607	1,491,426	1,412,712	2,027,261
TOTAL CAPITAL	1,939,870	1,496,003	1,556,558	2,573,397	2,789,869	3,400,928	3,865,140
INSURANCE & BENEFITS	809,758	890,278	872,691	984,011	1,094,972	1,237,321	1,587,183
TOWN BUDGET	3,800,759	4,107,043	4,554,099	4,655,767	5,191,371	5,670,122	6,418,887
BUDGET ARTICLES	441,213	466,239	527,993	470,792	581,411	719,496	710,901
TOTAL TOWN	4,241,972	4,573,282	5,082,092	5,126,559	5,772,782	6,389,618	7,129,788
SCHOOL BUDGET	6,372,007	6,820,415	7,362,757	8,098,409	9,166,534	10,241,187	11,529,688
TOTAL BUDGETS	11,423,737	12,283,975	13,317,540	14,208,979	16,034,288	17,868,126	20,246,659
STABILIZATION	300,000	600,000	0	150,000	300,000	401,000	0
TOTAL EXPENDITURES	14,102,252	14,654,258	15,416,875	17,366,370	19,951,035	22,128,381	25,391,394
UNDERRIDE (+) OR OVERRIDE(-)	184,668	169,342	755,526	778,613	112,612	835,119	220,142

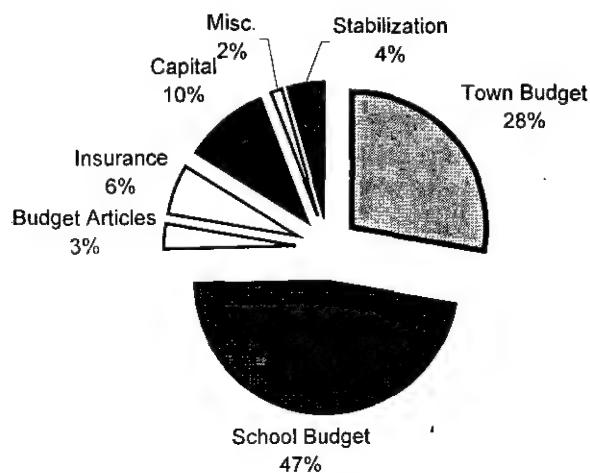
Town of Southborough
Where the Money Comes From
FY 1996



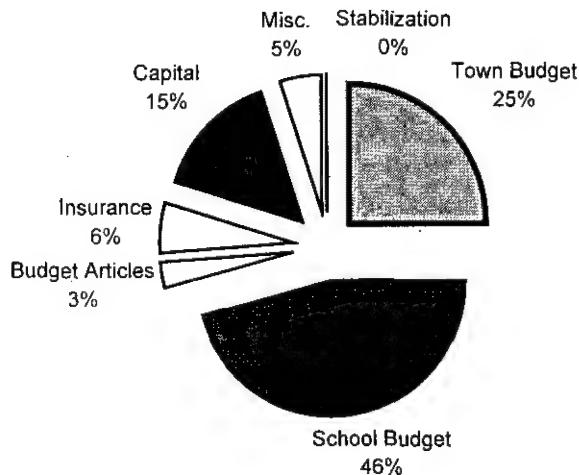
Town of Southborough
Where the Money Comes From
FY 2001



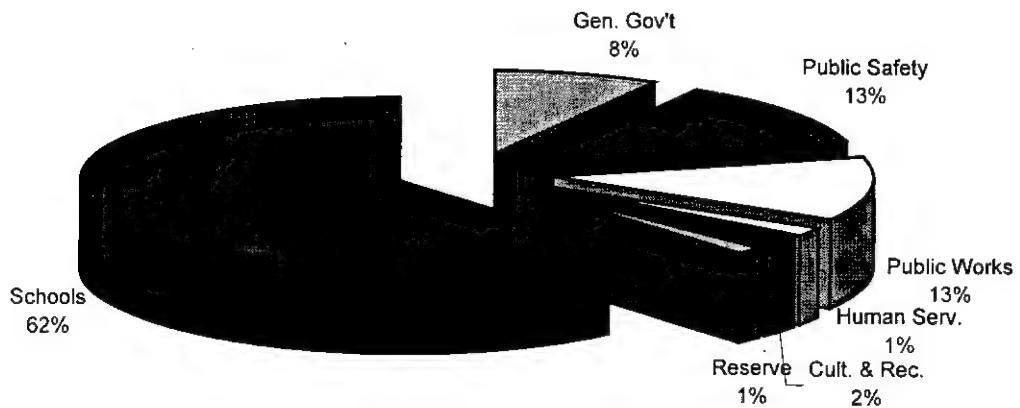
Town of Southborough
Where the Money Goes
FY 1996



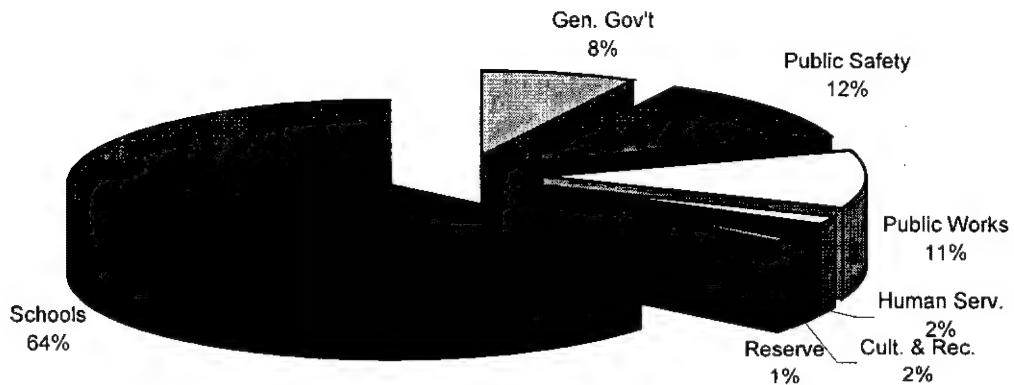
Town of Southborough
Where the Money Goes
FY 2001



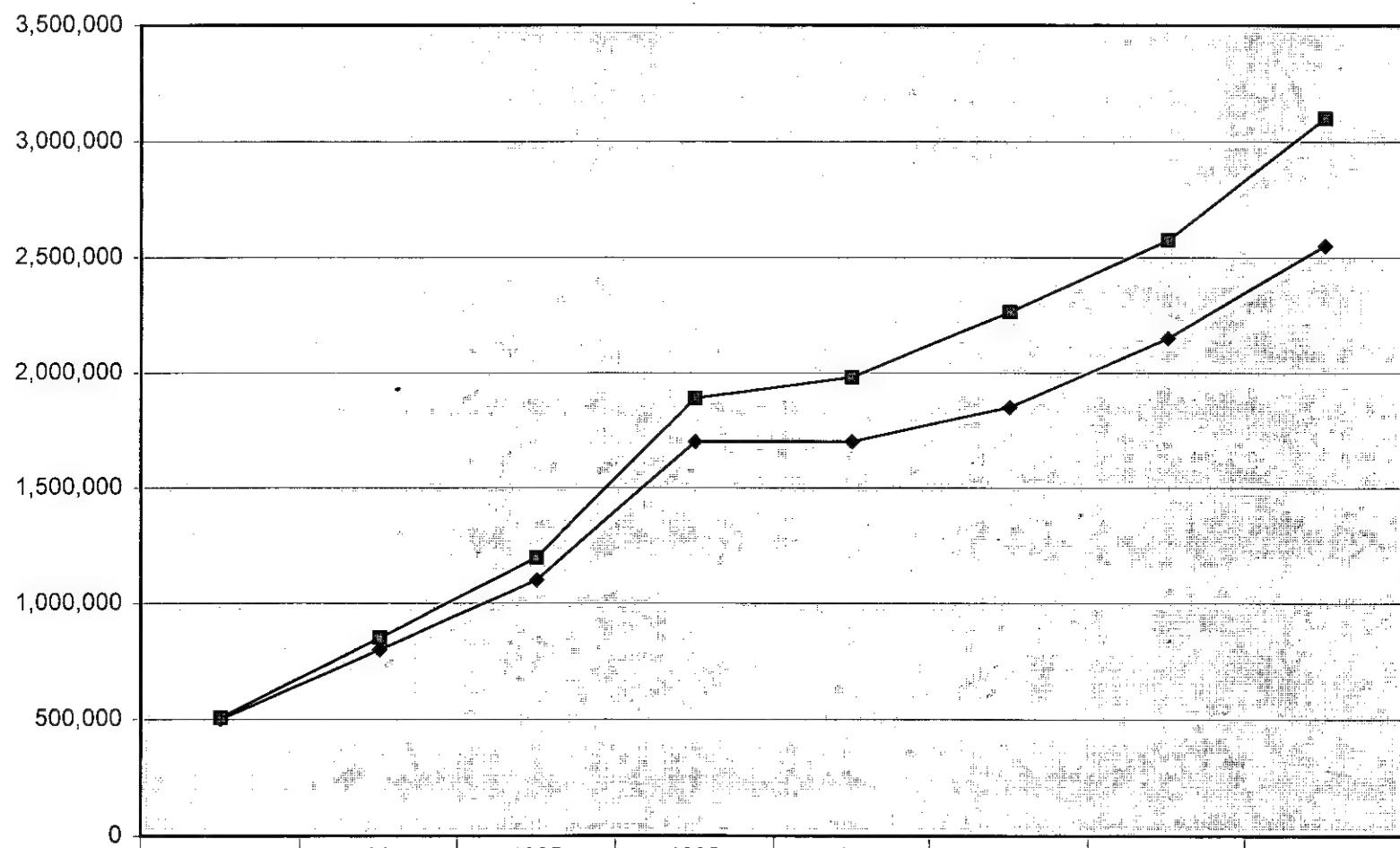
Town of Southborough
Operating Budgets FY 1996



Town of Southborough
Operating Budgets FY 2001



Town of Southborough Stabilization Fund



Bal. Of Appropriations	500,000	800,000	1,100,000	1,700,000	1,700,000	1,850,000	2,150,000	2,551,000
Approp. Bal. & Earnings	507,068	850,734	1,198,457	1,889,902	1,981,817	2,263,052	2,574,122	3,100,764

TOWN FINANCE TERMINOLOGY

The following terms are frequently used in the Advisory Committee Report and at Town Meeting. For your convenience, we provide the following definitions.

Surplus Revenue: (Often referred to as "Excess and Deficiency")

The fund represents the amount by which the Cash, Accounts Receivable and other floating assets exceed the liabilities and reserves.

Available Funds: (Often referred to as "Free Cash")

The amount of the Unreserved Fund Balance (Surplus Revenue) account over and above uncollected taxes of prior years constitutes "free cash" or "available funds".

Overlay:

The Overlay is the amount raised by the Assessors in excess of appropriations and other charges for the purpose of creating a fund to cover abatements granted and avoiding fractions.

Overlay Reserve:

This is the accumulated amount of the Overlay for various years not used or required to be held in the specific Overlay account for a given year, and may be used by vote of the town for extraordinary or unforeseen purposes or voted into the Reserve Fund.

Stabilization Fund:

An outside section of Chapter 138 of the Acts of 1991 (the FY92 State budget) modifies limitations on the Stabilization Fund appropriation process by enabling communities to appropriate from this fund for any non-capital, lawful purpose without Emergency Finance Board approval (section 333). Beginning in FY92, the Stabilization Fund will thus become a source of revenue for general operating expenses for communities.

The Stabilization Fund is a mechanism for setting aside money for capital projects. It equalizes the effect of capital expenditures over time, as capital appropriations can change considerably from year to year. The balance in the fund will build up during years when expenditures for capital items are low. During years with high capital expenditures, the community will transfer money from the fund to reduce the project's impact on the tax rate or the amount of borrowing required for the project.

A community may appropriate up to 10% of its tax levy each year, as long as the balance in the Stabilization Fund does not exceed 10% of the community's equalized valuation. Interest earned on any fund balance is retained as part of the fund.

Appropriations into a Stabilization Fund can be made at either an annual or special town or district meeting. Chapter 94 of the Acts of 1985 permits appropriations to be made from a Stabilization fund at a special town or district meeting, not just at the annual meeting. Regardless of the timing, appropriations from the Stabilization Fund require a two-thirds vote by the appropriating authority. Until the FY92 state budget, a community could only appropriate from the Stabilization Fund for a none-capital purpose with the approval of the Emergency Finance Board,

Reserve Fund:

This fund is established by the voters at the Annual Town Meeting only and may be composed of (a) an appropriation (not exceeding 5% of the tax levy of the preceding year), (b) money transferred from Overlay Reserve, or (c) both.

Transfers from the Reserve fund may be made only by the Advisory Committee and are for "extraordinary or unforeseen expenditures" only.

Conservation Fund:

For land purchases and any other conservation use.

INTRODUCTION TO THE RULES OF TOWN MEETING

TOWN MEETING

Southborough's Town Meeting is an open town meeting in which all registered voters may participate in the voting. The Meeting is a deliberative assembly, conducted in the democratic process, charged with considering a maximum number of questions of varying complexity in a minimum amount of time and with full regard to the rights of the majority, strong minority, individuals, absentees and all of these together.

AUTHORITY

The three elements of authority at Town Meeting are a quorum of one hundred fifty (150) registered voters or more, the Town Clerk and the Moderator. Of these three the quorum is the most important.

The Town Clerk is responsible for voter registration, certification of a quorum, setting up the hall and keeping the record of the Meeting. He may also officiate at the Meeting in the absence of a Moderator.

The Moderator presides at and regulates the proceedings, decides all questions or order, and makes declarations of all votes. No one may speak on an issue without being recognized by the Moderator. It is his responsibility to approve the distribution of materials, and persons wishing to do so must seek his permission. The Moderator appoints Tellers and alternates for the purpose of counting votes of the meeting.

THE WARRANT

All matters to be considered at Town Meeting must be published in the Town Meeting Warrant, which is the responsibility of the Board of Selectmen. By state law, Town By-Law, or custom several business articles such as budget appropriations must be presented in the Town Warrant each year for consideration. Other items are added by warrant articles proposed by town officials, committees, boards, or groups of ten or more registered voters. The Advisory Committee reviews the warrant, making recommendations on all the items of business to be presented. In accordance with the by-laws, all articles in the Warrant are considered in the order in which they appear in the Warrant, unless the Town Meeting votes to change the order.

PARTICIPATION

Anyone wanting to ask questions, make a statement, or otherwise participate in the meeting must go to one of the floor microphones and wait to be recognized by the Moderator. Upon recognition by the Moderator, state your name and address and then state your business.

Anyone whose name is not on the list of registered voters requires the approval of either the Moderator or a majority of the Meeting to sit in the voting area.

All remarks should be limited to the subject then under discussion. It is improper to indulge in references to personalities and all expressions of approval or disapproval, such as applause or boozing, are out of order. The Moderator may request any person to keep silent. If after warning from the Moderator, a person refuses to be silent or persists in other disorderly behavior, the Moderator may order a person to withdraw and if he fails to withdraw, may order a police officer to remove such person from the Meeting.

Individuals who have a personal or financial interest with respect to a matter may speak or vote thereon but should frankly disclose their interest. However, no Town Meeting voter should accept compensation for speaking to or voting at the Meeting without disclosing that fact.

There is no fixed time limit to the debate of any question. However, each individual who speaks to the Meeting should make an effort to be as brief as possible, out of consideration for the others attending the Meeting and the need to give adequate time to all matters coming before it.

Introduction to the Rules of Town Meeting (continued)

Anyone who wishes to make a special presentation with respect to any article must, prior to the Meeting, inform the Moderator of the length of time required and the nature of the presentation in seeking his approval.

In order to give all a fair opportunity to speak, no one who has addressed the Meeting on any particular motion shall speak again, except to answer questions, until all others wishing to speak to the motion have done so.

HOW ARE MOTIONS CLASSIFIED?

Main Motions

Motions of this group have for their object the bringing of questions, or propositions, before the Meeting for consideration. Only one main motion can be considered at a given time by the Meeting, and such a motion, when introduced, excludes all other main motions until it has been disposed of.

Subsidiary Motions

Motions of this group have for their object the modification or disposition of the main motion that is being considered. Their existence as motions depends entirely upon the principal motion to which they are subordinate. Since they relate to the question before the Meeting, it is "in order" to propose them when a main motion is still before the Meeting and to vote upon them before voting upon the main motion.

Privileged Motions

Motions of this group have no connection whatsoever with the main motion before the Meeting, but are motions of such importance that they are entitled to immediate consideration. These motions have the privilege of setting aside temporarily the main business before the Meeting.

Incidental Motions

Motions of this group have few characteristics in common, but for convenience have been grouped into one class. The name, "incidental," has been chosen because they arise only incidentally out of the business of the Meeting.

RULES RELATIVE TO MOTIONS

A motion is the means of bringing a proposal or question before the Meeting for consideration. When put forward it is a motion; after it is seconded and acknowledged by the Moderator, it becomes the question or proposal; and if it is approved by the Meeting, it becomes a resolution. Except for complimentary resolutions, no motion shall be entertained unless the subject is contained within a warrant article. The Moderator shall determine whether a motion is within the "scope of the article," that is, whether the warrant gives adequate notice that the action proposed by the motion might be taken at the Meeting. Articles only give notice and do not initiate action; motions do. Motions may be withdrawn; articles may not be.

There are four types of amendments: striking out, inserting, striking out and inserting, and substitution. Motions to amend may be hostile as long as they are germane. An amendment to a motion is an amendment of the first rank; an amendment is an amendment of the second rank; there can be no amendment beyond that of the second rank.

Some motions avoid a final determination by the Meeting. A motion to commit or to refer sends the matter to an existing board or committee or one to be established. The motion to postpone indefinitely disposes of the question without bringing it to a direct vote. The motion to postpone indefinitely should not be confused with the motion to table which only temporarily delays a vote.

As previously stated, articles may not be withdrawn; so when the Meeting does not wish to act on a particular article, the proper motion is to postpone consideration indefinitely.

Motions to reconsider any action shall be entertained only if in the view of the Moderator there is reason to suppose that voters may have changed their minds. The Moderator may rule that any motion is a motion of reconsideration if it is not substantially different from a motion previously voted upon. Actions to reconsider can be taken at the same session or the next subsequent session of the Meeting only, unless notice of reconsideration has been given.

Introduction to the Rules of Town Meeting (continued)

All motions other than purely procedural motions must be in writing and signed by the sponsor.

CHART OF PRECEDENCE OF MOTIONS AND SUMMARY OF GOVERNING RULES

	May interrupt a speaker	Reg. a sec.	Debatable	Vote Required	Motions that may apply
PRIVILEGE MOTIONS					
1. To dissolve	no	yes	no	majority	none
2. To adjourn	no	yes	limited	majority	amend
3. Point of no quorum	no	no	no	none	none
4. Recess	no	yes	limited	majority	amend
5. Question of privilege	yes	no	no	chair rules	none
6. Orders of the day	yes	no	no	none	none
SUBSIDIARY MOTIONS					
7. To lay on the table	no	yes	no	2/3	none
8. Previous question	no	yes	no	2/3	none
9. To postpone definitely	no	yes	limited	majority	amend, reconsider previous question
10. To refer to a committee	no	yes	limited	majority	amend, reconsider previous question
11. To amend	no	yes	yes	majority	amend, reconsider previous question
12. To postpone indefinitely	no	yes	yes	majority	reconsider previous question
MAIN MOTIONS					
Main Motions	no	yes	yes	majority*	all
To take from the table	no	yes	no	majority	none
To reconsider	no	yes	yes	2/3	table previous question postpone definitely
To rescind	no	yes	yes	2/3	all
To amend after passage	no	yes	yes	2/3	all
Consideration of Articles					
a) To advance	no	yes	yes	majority	reconsider previous question
b) To postpone definitely	no	yes	yes	majority	amend, reconsider previous question
c) To postpone indefinitely	no	yes	yes	majority	reconsider previous question
INCIDENTAL MOTIONS					
To suspend rules	no	yes	no	2/3	none
To withdraw a motion	no	no	no	majority	reconsider
Point of order	yes	no	no	chair rules	none
Parliamentary inquiry	no	no	no	none	none
Point of information	no	no	no	none	none
Division of the assembly	no	no	no	none	none
Division of a question	no	yes	no	majority	none
Separate consideration	no	yes	no	majority	none

*The vote required to pass an affirmative main motion is a matter of substantive law, and it is usually a majority.

Introduction to the Rules of Town Meeting (continued)

FORM USED IN MAKING MOTIONS

1. Main Motion	Mr. Moderator, I move that...(statement of the proposal)
2. Adjourn	Mr. Moderator, I move to adjourn to...(state time)
3. Amend	Mr. Moderator, I move to amend by adding... Mr. Moderator, I move to amend by inserting...before... Mr. Moderator, I move to amend by striking out... Mr. Moderator, I move to amend by striking out...and inserting... Mr. Moderator, I move to substitute...for...
4. Amend an Amendment	Mr. Moderator, I move to amend the pending amendment by (see above)
5. Amend Something Previously Adopted	Mr. Moderator, I move to amend the resolution under Article...by...
6. Commit or Refer	Mr. Moderator, I move that the proposal be referred to a committee of...
7. Division of the Assembly	Mr. Moderator, I call for a division.
8. Division of a Question	Mr. Moderator, I move to divide the question.
9. Point of Information	Mr. Moderator, I rise to a point of information.
10. Lay on the Table	Mr. Moderator, I move that the proposal be laid on the table.
11. Orders of the Day	Mr. Moderator, I call for the orders of the day.
12. Point of Order	Mr. Moderator, point of order.
13. Parliamentary Inquiry	Mr. Moderator, I rise to a parliamentary inquiry.
14. Postpone definitely	Mr. Moderator, I move to postpone the question to...
15. Postpone Indefinitely	Mr. Moderator, I move that the question be postponed indefinitely.
16. Previous Question	Mr. Moderator, I move the previous question.
17. Question of Privilege	Mr. Moderator, I rise to a question of privilege.
18. Recess	Mr. Moderator, I move to recess for...
19. Reconsider	Mr. Moderator, I move to reconsider the vote on the resolution.
20. Reconsider	Mr. Moderator, I move to reconsider the vote on the resolution under Article...
21. Separate Consideration	Mr. Moderator, I move to reconsider the vote on the amendment to...
22. Suspend the Rules	Mr. Moderator, I move for consideration by paragraph.
23. Take from the Table	Mr. Moderator, I move to suspend the rules which interfere with... Mr. Moderator, I move to take from the table the motion relating to...

INTERRUPTING A SPEAKER

No one may interrupt a speaker except for a point of order, a question of privilege, a call for the orders of the day or to give notice of a motion to reconsider.

POINT OF ORDER

A point of order is a question of the Moderator about whether the speaker is entitled to be speaking, whether the discussion is irrelevant, illegal or contrary to proper procedure.

QUESTION OF PRIVILEGE

A question of privilege most often relates to the rights and privileges of those in attendance such as asking the Moderator to quiet the meeting so that discussion can be heard.

PARLIAMENTARY INQUIRY

A parliamentary inquiry is a question directed to the Moderator to obtain information on a matter of parliamentary law or the rules of the Meeting bearing on the business at hand. It is the Moderator's duty to answer such questions when it may assist a voter to make an appropriate motion, raise a proper point of order, or understand the parliamentary situation or the effect of a motion. The Moderator is not obliged to answer hypothetical questions.

Introduction to the Rules of Town Meeting (continued)

POINT OF INFORMATION

A point of information is a request directed to the Moderator, or through the Moderator to another, for information relevant to the business at hand but no related to parliamentary procedure.

PREVIOUS QUESTION

To call or move the question is a request to stop discussion and to take an immediate vote.

VOTING

Voting is by voice vote, and the Moderator declares the results of such votes. If the vote so declared is immediately questioned and a division of the assembly is called for, the result shall be determined by counting the votes of the Meeting by means of a standing vote. After the votes of the Meeting have been so counted, any further motions for recount are out of order. The Moderator may disallow the request for a count if he believes the voice vote was beyond reasonable doubt, but he must take the count if so requested by seven or more voters.

If a law or by-law requires more than a simple majority for action by the Meeting, the Moderator may first determine whether the vote is unanimous. If the vote is not unanimous, the voters shall be counted by means of a standing vote.

ADJOURNMENT AND DISSOLUTION

Sessions of the Town Meeting normally adjourn at eleven o'clock in the evening but may adjourn at such earlier or later time as the Meeting upon vote of the majority may determine.

The Meeting shall not dissolve until all articles in the warrant have been properly considered.

**TOWN WARRANT
COMMONWEALTH OF MASSACHUSETTS**

ANNUAL TOWN MEETING

Worcester, ss.

February 20, 2001

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the Inhabitants of the Town of Southborough qualified to vote in elections and Town affairs, to meet in the P. Brent Trottier Middle School, 49 Parkerville Road, in said Southborough, on

Monday, April 9, 2001

at **7:00 p.m.**, then and there to take action on the following Articles:

THE ADVISORY COMMITTEE WILL MAKE RECOMMENDATIONS ON ALL THE FOLLOWING ARTICLES AT TOWN MEETING.

ARTICLE 1: To hear reports of the various Town Officers and Committees and to take such action thereon as the Town may vote. (Proposed by the Board of Selectmen)

ARTICLE 2: To see if the Town will vote to fix for the fiscal year beginning July 1, 2001 and ending June 30, 2002, the annual salary and compensation of elective officers of the Town as provided by Section 108 of Chapter 41 of the General Laws, as amended:

Moderator	50.00	Assessors (3)	2,250.00
Town Clerk	25,000.00	School Committees (10)	500.00
Selectmen (3)	3,000.00	Board of Health (3)	450.00

, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 3: To see if the Town will vote to accept any sum of money from St. Mark's School, Fay School, Harvard Medical School New England Regional Primate Research Center, L'Abri Fellowship, The New England Center for Children, Chapel of the Cross, and any other contributor and deposit same amount in Estimated Receipts Account, and determine what disposition shall be made of the same, if accepted, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 4: To see if the Town will vote to authorize the Town Treasurer, with the approval of the Selectmen, to borrow from time to time in anticipation of revenue of the financial year beginning July 1, 2001 in accordance with the provisions of General Laws, Chapter 44, and to issue a note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 5: To hear the report of the Capital Budget Planning Committee, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 6: To see if the Town will vote to delete Personnel Salary Administration Plan, Section 22 "Compensation Schedule" of Chapter 31 of the Code of the Town of Southborough, and insert in its place the following:

**COMPENSATION
SCHEDULE**

SECTION 22

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11
20	55,029.00	57,382.00	59,737.00	62,187.00	64,735.00	67,392.00	70,087.00	72,890.00	75,806.00	78,838.00	81,992.00
19	51,914.00	54,134.00	56,356.00	58,667.00	61,071.00	63,577.00	66,120.00	68,765.00	71,516.00	74,376.00	77,351.00
18	48,974.00	51,069.00	53,166.00	55,343.00	57,615.00	59,978.00	62,377.00	64,872.00	67,467.00	70,166.00	72,973.00
17	46,203.00	48,180.00	50,155.00	52,211.00	54,352.00	56,584.00	55,847.00	61,201.00	63,649.00	66,195.00	66,843.00
16	43,182.00	45,026.00	46,875.00	48,798.00	50,798.00	52,880.00	54,995.00	57,195.00	59,483.00	61,862.00	64,335.00
15	39,984.00	41,692.00	43,401.00	45,182.00	47,035.00	48,963.00	50,922.00	52,958.00	55,076.00	57,279.00	59,570.00
14	36,680.00	38,252.00	39,817.00	41,452.00	43,152.00	44,919.00	46,716.00	48,584.00	50,527.00	52,548.00	54,650.00
13	33,343.00	34,772.00	36,198.00	37,683.00	39,228.00	40,837.00	42,470.00	44,169.00	45,936.00	47,773.00	49,684.00
12	30,040.00	31,327.00	32,611.00	33,949.00	35,339.00	36,790.00	38,262.00	39,792.00	41,384.00	43,039.00	44,761.00
11	13.87	14.48	15.08	15.71	16.33	17.01	17.69	18.40	19.13	19.90	20.70
10	12.54	13.07	13.61	14.17	14.73	15.34	15.95	16.59	17.26	17.95	18.66
9	11.82	12.34	12.83	13.36	13.88	14.48	15.06	15.66	16.29	16.94	17.62
8	11.26	11.75	12.24	12.72	13.27	13.78	14.33	14.90	15.50	16.12	16.77
7	10.73	11.20	11.64	12.10	12.61	13.11	13.63	14.18	14.75	15.34	15.95
6	10.25	10.67	11.07	11.55	12.03	12.51	13.01	13.53	14.07	14.63	15.22
5	9.71	10.15	10.55	10.98	11.42	11.91	12.39	12.88	13.40	13.93	14.49
4	9.26	9.65	10.05	10.46	10.90	11.33	11.78	12.25	12.74	13.25	13.78
3	8.84	9.19	9.57	9.97	10.37	10.67	11.10	11.54	12.00	12.48	12.98
2	8.34	8.67	9.02	9.38	9.76	10.15	10.55	10.97	11.41	11.87	12.35
1	5.15	5.36	5.58	5.81	6.05	6.30	6.56	6.83	7.11	7.40	7.70

, or do or act anything in relation thereto. (Proposed by the Personnel Board)

ARTICLE 7: To see if the Town will vote to raise a sum of money not to exceed the sum of \$24,233,143 as may be necessary for the Town's use, and make appropriations of the same, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

SEE BUDGETS ON THE FOLLOWING PAGES (Pages 4 through 28)

GENERAL GOVERNMENT

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST	SAL. ADM. PLAN INC.
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<u>114 MODERATOR</u>					
700 Other Charges	50	0	50	50	50
MODERATOR TOTAL	50	0	50	50	50

<u>119 ADVISORY COMMITTEE</u>					
700 Other Charges	135	0	135	135	135
ADVISORY COMMITTEE TOTAL	135	0	135	135	135

<u>122 BOARD OF SELECTMEN</u>					
110 Salaries	166,832	184,475	193,759	201,362	201,362
100 Total Personal Services	166,832	184,475	193,759	201,362	201,362
304 Medical Exams	60	60	500	500	500
342 Legal Notices	979	1,680	1,500	3,000	3,000
200 Total Purchase of Services	1,039	1,740	2,000	3,500	3,500
710 Travel	1,000	1,000	1,000	1,300	1,300
730 Dues	2,151	2,233	2,558	2,696	2,696
732 Subscriptions	2,243	2,006	1,565	2,304	2,304
733 Conferences/Schooling	2,784	7,289	4,100	5,600	5,600
782 Miscellaneous	250	300	0	0	0
700 Total Other Charges and Expenses	8,428	12,828	9,223	11,900	11,900
BOARD OF SELECTMEN TOTAL	176,299	199,043	204,982	216,762	216,762

<u>135 TOWN ACCOUNTANT</u>					
110 Salaries	75,524	80,633	88,813	93,701	93,701
100 Total Personal Services	75,524	80,633	88,813	93,701	93,701
420 Office Supplies	119	129	150	200	200
400 Total Supplies	119	129	150	200	200
700 Other Charges	30	30	575	575	575
800 Capital Outlay	0	0	0	0	0
TOWN ACCOUNTANT TOTAL	75,673	80,792	89,538	94,476	94,476

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST	SAL. ADM. PLAN INC.
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141 ASSESSORS

110 Salaries	110,261	127,822	110,310	114,463	114,463
100 Total Personal Services	110,261	127,822	110,310	114,463	114,463
304 Medical Exams	0	65	0	0	0
345 Advertising	607	0	0	0	0
380 Misc. Contracted Services	7,850	30,588	29,500	22,000	22,000
200 Total Purchase of Services	8,457	30,653	29,500	22,000	22,000
420 Office Supplies	759	1,278	1,500	1,200	1,200
581 Maps	1,700	2,500	3,000	3,000	3,000
582 Deeds & Plans	359	2,557	1,100	1,200	1,200
400 Total Supplies	2,818	6,335	5,600	5,400	5,400
700 Other Charges	4,844	4,354	8,500	8,600	8,600
800 Capital Outlay	200	0	0	1,000	1,000
ASSESSORS TOTAL	126,580	169,164	153,910	151,463	151,463

145 TREASURER/COLLECTOR

110 Salaries	144,371	151,181	152,784	162,148	162,148
100 Total Personal Services	144,371	151,181	152,784	162,148	162,148
253 Computer Services	2,464	950	1,800	0	0
382 Bank Service Charges	12,154	11,877	14,000	14,000	14,000
200 Total Purchase of Services	14,618	12,827	15,800	14,000	14,000
420 Office Supplies	5,713	6,540	6,500	7,330	7,330
400 Total Supplies	5,713	6,540	6,500	7,330	7,330
700 Other Charges	2,001	1,890	3,450	5,000	5,000
800 Capital Outlay	1,476	178	500	500	500
TREASURER/COLLECTOR TOTAL	168,179	172,616	179,034	188,978	188,978

151 LEGAL

308 Legal Services	50,000	55,436	50,000	75,000	75,000
200 Total Purchase of Services	50,000	55,436	50,000	75,000	75,000
LEGAL TOTAL	50,000	55,436	50,000	75,000	75,000

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST	SAL/ADM. PLAN INC.
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152 PERSONNEL BOARD

110 Salaries	0	0	1,402	0	0
100 Total Personal Services	0	0	1,402	0	0
344 Postage	0	0	25	25	25
380 Misc. Contracted Services	2,958	2,798	5,000	6,402	6,402
200 Total Purchase of Services	2,958	2,798	5,025	6,427	6,427
420 Office Supplies	0	0	50	50	50
400 Total Supplies	0	0	50	50	50
700 Other Charges	0	0	0	0	0
800 Capital Outlay	0	415	0	0	0
PERSONNEL BOARD TOTAL	2,958	3,213	6,477	6,477	6,477

158 ADMINISTRATIVE SUPPORT

110 Salaries	51,217	54,540	70,025	75,250	75,250
100 Total Personal Services	51,217	54,540	70,025	75,250	75,250
380 Misc. Contracted Services	0	0	0	4,000	4,000
200 Total Purchase of Services	0	0	0	4,000	4,000
420 Office Supplies	0	77	250	250	250
400 Total Supplies	0	77	250	250	250
700 Other Charges	0	0	0	0	0
800 Capital Outlay	0	0	0	0	0
ADMINISTRATIVE SUPPORT TOTAL	51,217	54,617	70,275	79,500	79,500

159 CENTRAL SERV/OPS SUPPORT

110 Salaries	35,892	36,451	37,672	39,534	39,534
100 Total Personal Services	35,892	36,451	37,672	39,534	39,534
253 Computer Services	45,774	51,515	44,415	55,375	55,375
273 Postage Meter Rental	1,538	895	1,300	1,300	1,300
340 Printing	4,439	10,052	10,000	10,000	10,000
341 Telephone	9,349	8,607	10,100	10,100	10,100
344 Postage	18,779	19,403	23,000	23,000	23,000

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST	SAL. ADM. PLAN INC.
CENTRAL SERV/OPS SUPP. (cont.)					
380 Misc. Contracted Services	10,534	11,802	12,300	12,405	12,405
200 Total Purchase of Services	90,413	102,274	101,115	112,180	112,180
420 Office Supplies	5,707	6,929	7,575	7,975	7,975
421 Storage of Microfilm	913	911	1,000	1,000	1,000
422 Photocopying Supplies	2,101	1,913	4,460	4,311	4,311
510 Books	0	230	0	0	0
584 Computer Supplies	5,192	4,040	7,235	8,755	8,755
599 Service Supplies	59	0	0	0	0
400 Total Supplies	13,972	14,023	20,270	22,041	22,041
710 Travel	129	0	0	0	0
733 Schooling	4,813	12,324	21,110	21,110	21,110
782 Miscellaneous	2,257	2,115	2,300	2,300	2,300
700 Total Other Charges & Expenses	7,199	14,439	23,410	23,410	23,410
850 New Equipment	0	0	0	0	0
854 Computer Equipment	28,148	10,399	14,309	13,400	13,400
800 Capital Outlay	28,148	10,399	14,309	13,400	13,400
CENTRAL SERV/OPS SUPPORT TOTAL		175,624	177,586	196,776	210,565
210,565					

161 TOWN CLERK					
110 Salaries	33,223	35,045	36,888	38,824	38,824
100 Total Personal Services	33,223	35,045	36,888	38,824	38,824
240 Equipment Repairs	0	75	50	100	100
304 Medical Exams	0	0	0	0	0
346 Report of Vital Statistics	219	250	260	260	260
200 Total Purchase of Services	219	325	310	360	360
420 Office Supplies	336	390	425	400	400
421 Storage of Microfilm	0	75	100	100	100
583 Dog Licenses	261	351	500	500	500
400 Total Supplies	597	816	1,025	1,000	1,000
700 Other Charges	934	1,002	1,210	1,260	1,260
800 Capital Outlay	492	468	500	500	500
TOWN CLERK TOTAL		35,465	37,656	39,933	41,944
41,944					

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST	SAL. ADM. PLAN INC.
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162 ELECTIONS & REGISTRATION

110 Salaries	46,846	42,190	42,405	35,415	35,415
100 Total Personal Services	46,846	42,190	42,405	35,415	35,415
240 Equipment Repair	50	13	75	100	100
343 Street Listings	5,500	5,010	6,500	6,500	6,500
200 Total Purchase of Services	5,550	5,023	6,575	6,600	6,600
420 Office Supplies	1,500	3,771	3,000	2,500	2,500
580 Town Meeting Expenses	2,347	13,334	2,500	2,500	2,500
400 Total Supplies	3,847	17,105	5,500	5,000	5,000
700 Other Charges	2,055	2,070	2,300	2,400	2,400
800 Capital Outlay	235	500	500	500	500
ELECTIONS & REGISTRATION TOTAL	58,533	66,888	57,280	49,915	49,915

171 CONSERVATION COMMISSION

341 Telephone	0	396	420	420	420
200 Total Purchase of Services	0	396	420	420	420
420 Office Supplies	87	280	100	100	100
400 Total Supplies	87	280	100	100	100
700 Other Charges	476	897	2,455	2,455	2,455
800 Capital Outlay	0	0	0	0	0
CONSERVATION COMMISSION TOTAL	563	1,573	2,975	2,975	2,975

175 PLANNING BOARD

110 Salaries	58,930	60,623	62,980	65,480	65,480
100 Total Personal Services	58,930	60,623	62,980	65,480	65,480
340 Printing Services	425	312	300	300	300
342 Legal Notices	755	1,227	300	400	400
380 Misc. Contracted Services	0	0	0	0	0
200 Total Purchase of Services	1,180	1,539	600	700	700
420 Office Supplies	79	0	200	200	200
400 Total Supplies	79	0	200	200	200

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST	SAL. ADM. PLAN INC.

PLANNING BOARD (cont.)

700 Other Charges	365	418	1,200	1,350	1,350
800 Capital Outlay	0	0	0	0	0
PLANNING BOARD TOTAL	60,554	62,580	64,980	67,730	67,730

192 TOWN BUILDINGS & GROUNDS

110 Salaries	18,377	46,679	54,346	57,728	57,728
100 Total Personal Services	18,377	46,679	54,346	57,728	57,728
210 Electricity	11,338	11,666	11,583	13,000	13,000
212 Heat	6,404	7,510	8,475	11,865	11,865
230 Water	2,707	2,658	11,539	11,539	11,539
244 Building Maintenance & Repair	23,173	16,989	16,190	19,145	19,145
247 Grounds Maintenance	12,220	13,254	16,500	18,500	18,500
380 Misc. Contracted Services	67,138	72,847	105,000	115,000	115,000
200 Total Purchase of Services	122,980	124,924	169,287	189,049	189,049
481 Gasoline	27,820	50,041	55,875	57,000	57,000
400 Total Supplies	27,820	50,041	55,875	57,000	57,000
779 Renovation of Historical Building	22,104	485	0	0	0
782 Miscellaneous	0	419	0	0	0
700 Total Other Charges & Expenses	22,104	904	0	0	0
850 New Equipment	214	3,417	1,700	1,700	1,700
867 New Improvements	5,255	0	0	0	0
800 Capital Outlay	5,469	3,417	1,700	1,700	1,700
TOWN BUILDINGS & GROUNDS TOTAL	196,750	225,965	281,208	305,477	305,477

PUBLIC SAFETY

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST	SAL	ADM.
					PLAN	INC.

210 POLICE DEPARTMENT

110 Salaries	828,062	903,333	1,003,134	1,058,461	1,058,461
190 Employee Allowance	13,469	15,952	15,000	15,525	15,525
100 Total Personal Services	841,531	919,285	1,018,134	1,073,986	1,073,986
210 Electricity	4,995	4,789	5,000	5,000	5,000
211 Heat & Oil	2,206	5,231	4,000	5,000	5,000
230 Water	137	126	200	200	200
241 Vehicle Maintenance & Repair	5,706	7,067	5,000	5,000	5,000
242 Radio Repair	1,913	811	3,000	3,000	3,000
243 Service Equipment	9,672	11,790	10,500	12,000	12,000
244 Building Maintenance & Repair	3,555	5,783	5,000	5,000	5,000
304 Medical Exams	126	502	350	350	350
341 Telephone	5,676	5,634	7,700	7,700	7,700
342 Legal Notices	0	826	100	100	100
344 Postage	984	810	800	900	900
200 Total Purchase of Services	34,970	43,369	41,650	44,250	44,250
599 Service Supplies	4,175	6,530	4,500	5,000	5,000
400 Total Supplies	4,175	6,530	4,500	5,000	5,000
700 Other Charges	25,856	12,170	9,650	11,000	11,000
800 Capital Outlay	3,468	5,398	4,000	4,000	4,000
POLICE DEPARTMENT TOTAL	910,000	986,752	1,077,934	1,138,236	1,138,236

220 FIRE DEPARTMENT

110 Salaries	652,579	824,692	998,050	1,201,925	1,201,925
190 Employee Allowance	5,857	8,354	12,445	43,770	43,770
100 Total Personal Services	658,436	833,046	1,010,495	1,245,695	1,245,695
210 Electricity	5,512	5,904	7,400	7,400	7,400
211 Heat & Oil	1,964	4,147	3,500	5,060	5,060
230 Water	352	483	470	550	550
241 Vehicle Maintenance & Repair	10,709	8,593	10,500	15,000	15,000
243 Service Equipment	6,747	4,993	5,500	5,775	5,775
244 Building Maintenance & Repair	8,028	1,881	4,900	5,145	5,145
341 Telephone	3,574	3,825	3,500	4,500	4,500
380 Misc. Contracted Services	100	0	0	0	0
200 Total Purchase of Services	36,986	29,826	35,770	43,430	43,430

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST	SAL. ADM. PLAN INC.

<u>FIRE DEPARTMENT (cont.)</u>					
420 Office Supplies	3,546	5,292	3,450	6,000	6,000
480 Grease & Oil	247	463	300	500	500
510 Books/A.V. Materials	1,690	1,196	2,000	2,000	2,000
599 Service Supplies	3,516	5,567	4,500	6,500	6,500
400 Total Supplies	8,999	12,518	10,250	15,000	15,000
700 Other Charges	11,935	7,423	6,450	7,750	7,750
800 Capital Outlay	5,952	1,550	9,500	11,000	11,000
FIRE DEPARTMENT TOTAL	722,308	884,363	1,072,465	1,322,875	1,322,875

<u>241 BUILDING DEPARTMENT</u>					
110 Salaries	49,508	53,287	54,995	57,795	57,795
100 Total Personal Services	49,508	53,287	54,995	57,795	57,795
380 Misc. Contracted Services	360	570	0	0	0
200 Total Purchase of Services	360	570	0	0	0
420 Office Supplies	53	11	0	0	0
530 Building Supplies	194	172	825	775	775
400 Total Supplies	247	183	825	775	775
700 Other Charges	1,674	2,255	3,135	3,415	3,415
800 Capital Outlay	741	158	1,000	1,000	1,000
BUILDING DEPARTMENT TOTAL	52,530	56,453	59,955	62,985	62,985

<u>291 CIVIL DEFENSE</u>					
110 Salaries	909	937	965	1,013	1,013
100 Total Personal Services	909	937	965	1,013	1,013
245 Equipment Repairs	236	0	240	240	240
341 Telephone	188	238	410	410	410
200 Total Purchase of Services	424	238	650	650	650
420 Office Supplies	0	0	0	0	0
400 Total Supplies	0	0	0	0	0
700 Other Charges	0	0	0	0	0
800 Capital Outlay	650	704	500	500	500
CIVIL DEFENSE TOTAL	1,983	1,879	2,115	2,163	2,163

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST	SAL ADM PLAN INC.
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**292 ANIMAL CONTROL OFFICER
AND ANIMAL INSPECTOR**

110 Salaries	30,297	30,040	31,327	31,327	31,327
100 Total Personal Services	30,297	30,040	31,327	31,327	31,327
270 Facility Rental	2,971	3,000	3,000	3,000	3,000
341 Telephone	0	0	0	0	0
383 Care & Destruction	105	775	3,100	3,100	3,100
200 Total Purchase of Services	3,076	3,775	6,100	6,100	6,100
420 Office Supplies	0	0	100	100	100
599 Service Supplies	0	0	300	300	300
400 Total Supplies	0	0	400	400	400
700 Other Charges	1,315	0	2,700	2,700	2,700
800 Capital Outlay	0	0	200	200	200

ANIMAL CONTROL OFFICER AND ANIMAL INSPECTOR TOTAL	34,688	33,815	40,727	40,727	40,727
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PUBLIC WORKS

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST	SAL. ADM. PLAN INC.
420 DEPARTMENT OF PUBLIC WORKS					
110 Salaries	773,697	765,411	904,880	943,625	943,625
190 Employee Allowance	17,751	24,150	23,884	27,068	27,068
100 Total Personal Services	791,448	789,561	928,764	970,693	970,693
210 Electricity	49,915	51,121	68,000	60,000	60,000
211 Heat	8,808	9,534	11,500	15,100	15,100
230 Water	703	952	925	975	975
244 Building Maintenance & Repair	7,455	12,034	11,500	11,500	11,500
245 Equipment Repairs	10,036	20,180	18,000	18,000	18,000
246 Traffic Signal Maintenance	2,289	2,799	1,000	5,000	5,000
250 Meter Repairs	0	420	2,000	2,000	2,000
251 Hydrant Repairs	1,997	3,145	4,000	4,000	4,000
271 Equipment Rental	1,746	1,704	1,400	1,800	1,800
293 Refuse Disposal	135,916	150,198	170,000	185,000	185,000
295 Service Connection	5,331	3,628	12,000	12,000	12,000
296 MDC Payment	238,955	355,759	410,000	445,000	445,000
297 Snow Removal - Contr.	22,765	15,933	35,000	42,350	42,350
305 Tree Experts	10,965	17,845	41,000	47,500	47,500
341 Telephone	10,563	11,152	11,000	11,500	11,500
342 Legal Notices	947	1,910	1,400	2,100	2,100
344 Postage	2,787	2,933	3,400	3,500	3,500
380 Miscellaneous Contracted Services	36,096	39,239	35,000	40,500	40,500
200 Total Purchase of Services	547,274	700,486	837,125	907,825	907,825
420 Office Supplies	2,779	5,246	4,000	4,000	4,000
490 Meals	976	605	900	900	900
529 Parts - Other Depts.	0	0	0	0	0
531 Highway Paint	7,633	7,312	10,000	14,000	14,000
532 Parts	30,149	26,909	30,000	30,000	30,000
534 Gravel, Stone & Fill	2,014	1,465	2,000	2,000	2,000
535 Salt & Sand	62,914	46,290	65,000	65,000	65,000
537 Bituminous Concrete	0	72	3,500	3,500	3,500
538 Signs	2,770	11,666	8,000	8,000	8,000
539 Drainage Materials	536	1,603	3,500	3,500	3,500
540 Guard Rail	0	1,485	500	500	500
541 Small Tools	2,033	1,236	2,700	2,700	2,700
542 DPW Service Supplies	16,048	12,818	11,400	12,300	12,300
543 Pipes & Fittings	2,617	4,993	4,500	4,500	4,500

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST	SAL. ADM. PLAN INC.
DEPARTMENT OF PUBLIC WORKS (cont.)					
544 Meters & Fittings	10,026	12,727	13,000	13,000	13,000
400 Total Supplies	140,495	134,427	159,000	163,900	163,900
700 Other Charges	3,216	3,029	4,100	4,100	4,100
800 Capital Outlay	6,173	8,168	8,500	8,500	8,500
DEPT. OF PUBLIC WORKS TOTAL	1,488,606	1,635,671	1,937,489	2,055,018	2,055,018

	FY 2002 REQUEST	SAL. ADM. PLAN INC.	FY 2002 REQUEST	SAL. ADM. PLAN INC.	FY 2002 REQUEST	SAL. ADM. PLAN INC.
	WATER DIVISION	WATER DIVISION	DPW, ALL OTHER	DPW, ALL OTHER	DPW TOTAL	DPW TOTAL
100 Personal Services	323,337	323,337	647,356	647,356	970,693	970,693
200 Purchase of Services	564,500	564,500	343,325	343,325	907,825	907,825
400 Supplies	27,300	27,300	136,600	136,600	163,900	163,900
700 Other Charges	1,840	1,840	2,260	2,260	4,100	4,100
800 Capital Outlay	3,500	3,500	5,000	5,000	8,500	8,500
TOTAL	920,477	920,477	1,134,541	1,134,541	2,055,018	2,055,018

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2001 REQUEST	INTEREST REMAIN.
750 INTEREST ON DEBT WATER FUND					
Water Extension	0	0	0	0	0
Water Extension	0	0	0	0	0
900 Debt Service	0	0	0	0	0

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST	INTEREST REMAIN.
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**710 DEBT SERVICE
WATER FUND**

Water Extension	0	0	0	0	0
Water Extension	0	0	0	0	0
900 Debt Service	0	0	0	0	0

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST
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424 STREET LIGHTS

210 Electricity	95,452	88,840	95,000	95,000
200 Total Purchase of Services	95,452	88,840	95,000	95,000
STREET LIGHTS TOTAL	95,452	88,840	95,000	95,000

HUMAN SERVICES

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST	SAL. ADM. PLAN INC.
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511 BOARD OF HEALTH

110 Salaries	72,986	79,359	82,542	87,391	87,391
100 Total Personal Services	72,986	79,359	82,542	87,391	87,391
307 Nursing Services	1,500	1,500	1,500	1,500	1,500
345 Advertising	198	367	300	300	300
380 Misc. Contracted Services	4,009	2,384	5,500	7,880	7,880
200 Total Purchase of Services	5,707	4,251	7,300	9,680	9,680
420 Office Supplies	1,075	1,291	1,400	1,600	1,600
599 Service Supplies	944	1,637	0	0	0
400 Total Supplies	2,019	2,928	1,400	1,600	1,600
700 Other Charges	4,182	6,130	6,850	6,850	6,850
800 Capital Outlay	699	0	2,500	0	0
BOARD OF HEALTH TOTAL	85,593	92,668	100,592	105,521	105,521

541 COUNCIL ON AGING

110 Salaries,	19,199	29,187	37,284	58,582	58,582
100 Total Personal Services	19,199	29,187	37,284	58,582	58,582
340 Printing	132	562	300	300	300
341 Telephone	466	673	360	900	900
344 Postage	143	791	650	700	700
380 Misc. Contracted Services	6,068	3,886	7,200	25,000	25,000
200 Total Purchase of Services	6,809	5,912	8,510	26,900	26,900
420 Office Supplies	288	638	400	500	500
599 Service Supplies	746	1,676	720	1,200	1,200
400 Total Supplies	1,034	2,314	1,120	1,700	1,700
700 Other Charges	90	586	625	900	900
800 Capital Outlay	0	0	0	5,000	5,000
COUNCIL ON AGING TOTAL	27,132	37,999	47,539	93,082	93,082

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST	SAL ADM PLAN INC.
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543 VETERANS' SERVICES

110 Salaries	9,588	9,837	9,838	9,838	9,838
100 Total Personal Services	9,588	9,837	9,838	9,838	9,838
344 Postage	0	24	0	0	0
200 Total Purchase of Services	0	24	0	0	0
700 Other Charges	11,685	11,504	11,567	15,567	15,567
VETERANS' SERVICES TOTAL	21,273	21,365	21,405	25,405	25,405

632 YOUTH COMMISSION

110 Salaries	78,516	86,572	84,062	86,855	86,855
100 Total Personal Services	78,516	86,572	84,062	86,855	86,855
380 Misc. Contracted Services	4,949	10,530	19,500	19,500	19,500
200 Total Purchase of Services	4,949	10,530	19,500	19,500	19,500
599 Service Supplies	1,731	3,236	5,000	5,000	5,000
400 Total Supplies	1,731	3,236	5,000	5,000	5,000
700 Other Charges	1,446	1,784	3,600	3,600	3,600
800 Capital Outlay	1,673	2,301	0	0	0
YOUTH COMMISSION TOTAL	88,315	104,423	112,162	114,955	114,955

CULTURE AND RECREATION

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST	SAL ADM. PLAN INC.
<u>610 LIBRARY</u>					
110 Salaries	188,812	204,706	212,714	224,422	224,422
100 Total Personal Services	188,812	204,706	212,714	224,422	224,422
210 Electricity	9,694	9,153	11,000	13,750	13,750
211 Heat & Oil	5,062	4,306	6,000	9,000	9,000
230 Water	155	133	175	175	175
244 Building Maintenance	12,485	14,082	13,000	13,500	13,500
245 Equipment Repairs	2,064	2,169	3,000	3,000	3,000
341 Telephone	1,304	1,405	1,500	1,500	1,500
200 Total Purchase of Services	30,764	31,248	34,675	40,925	40,925
420 Office Supplies	1,960	2,082	2,000	2,000	2,000
510 Books	54,615	52,111	53,000	58,000	58,000
400 Total Supplies	56,575	54,193	55,000	60,000	60,000
700 Other Charges	4,465	3,249	3,650	8,650	8,650
850 New Equipment	1,106	919	1,000	1,000	1,000
859 Automation/Retrospective Conversion	3,020	2,533	8,850	5,850	5,850
800 Capital Outlay	4,126	3,452	9,850	6,850	6,850
LIBRARY TOTAL	284,742	296,848	315,889	340,847	340,847

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST	SAL ADM. PLAN INC.
<u>631 RECREATION</u>					
110 Salaries	40,625	56,511	63,867	82,413	82,413
100 Total Personal Services	40,625	56,511	63,867	82,413	82,413
247 Grounds Maintenance	301	2,289	0	0	0
304 Medical Exams	60	65	60	120	120
340 Printing	0	2,212	2,590	2,590	2,590
341 Telephone	0	0	0	0	0
345 Advertising	344	227	373	1,200	1,200
380 Misc. Contracted Services	2,866	783	1,000	1,000	1,000
200 Total Purchase of Services	3,571	5,576	4,023	4,910	4,910
512 Arts & Crafts Supplies	752	1,072	0	0	0
599 Service Supplies	325	494	400	600	600
400 Total Supplies	1,077	1,566	400	600	600

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST	SAL. ADM. PLAN INC.
RECREATION (cont.)					
700 Other Charges	1,169	2,012	2,450	2,950	2,950
800 Capital Outlay	0	0	0	0	0
RECREATION TOTAL	46,442	65,665	70,740	90,873	90,873

633 HISTORICAL COMMISSION

340 Printing	0	0	1,000	400	400
344 Postage	0	33	100	125	125
380 Misc. Contracted Services	960	176	1,600	2,100	2,100
200 Total Purchase of Services	960	209	2,700	2,625	2,625
420 Office Supplies	0	0	300	600	600
400 Total Supplies	0	0	300	600	600
732 Subscriptions	0	0	100	100	100
782 Miscellaneous	25	0	0	0	0
700 Total Other Charges and Expenses	25	0	100	100	100
HISTORICAL COMMISSION TOTAL	985	209	3,100	3,325	3,325

INSURANCE

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST
<u>900 INSURANCE</u>				
170 Blue Cross - Health	28,740	33,113	39,677	49,171
171 HMO - Health	770,965	903,702	1,210,992	1,466,772
173 Dental - Health	63,024	68,767	83,781	94,637
100 Total Personal Services	862,729	1,005,582	1,334,450	1,610,580
172 Group Life Insurance	5,986	5,252	8,073	6,233
100 Total Personal Services	5,986	5,252	8,073	6,233
301 Consulting Services	4,650	4,650	11,000	11,000
200 Total Purchase of Services	4,650	4,650	11,000	11,000
742 Liability Package Policy	47,204	57,185	62,000	71,300
746 Police/Fire Accident	18,975	18,975	20,000	20,000
750 Youth Director	393	453	500	500
751 Medicare	75,292	85,211	95,000	106,400
753 Social Security	41,344	44,727	56,160	64,584
700 Total Other Charges and Expenses	183,208	206,551	233,660	262,784
INSURANCE TOTAL	1,056,573	1,222,035	1,587,183	1,890,597

DEBT AND INTEREST

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST	INTEREST REMAIN.
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750 INTEREST ON DEBT GENERAL FUND

Library	9,230	0	0	0	0
Finn School	0	397,691	367,466	337,939	2,864,342
Underground Storage Tanks	11,386	8,886	0	0	0
Land Purchase	0	0	0	0	0
DPW Garage	28,464	22,214	24,825	20,525	37,225
Middle School	444,363	419,425	394,488	371,925	3,025,749
Land 40 Central				5,000	
900 Debt Service	493,443	848,216	786,779	735,389	5,927,316

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST	INTEREST REMAIN.
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710 DEBT SERVICE GENERAL FUND

Library	130,000	0	0	0	0
Finn School	0	465,000	465,000	465,000	8,370,000
Underground Storage Tanks	100,000	100,000	0	0	0
Land Purchase	0	0	0	0	0
DPW Garage	100,000	100,000	100,000	100,000	400,000
Middle School	475,000	475,000	475,000	475,000	8,075,000
MWPAT Septic			11,101	11,101	177,605
Land 40 Central				100,000	
900 Debt Service	805,000	1,140,000	1,051,101	1,151,101	17,022,605

BUDGET NAME	FY 1999 ACTUAL	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST
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RESERVE FUND	98,080	96,737	150,000	150,000
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SCHOOL DEPARTMENT

BUDGET NAME	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST
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SOUTHBOROUGH SCHOOLS

REGULAR DAY PROGRAMS

ADMINISTRATION

School Committee	21,775	19,960	25,500
Superintendent's Office	116,863	118,510	171,908
Administrative Support	69,800	107,007	138,380

INSTRUCTION

Supervision	28,818	26,000	26,000
Principals	389,333	468,284	501,439
Teaching	3,947,205	4,422,428	4,662,484
Professional Development	46,268	60,500	66,400
Textbooks	34,814	54,652	61,279
Instructional Hardware & Software	132,403	184,491	202,084
Library Services	169,461	178,335	186,007
Audio/Visual Services	6,474	11,060	12,184
Guidance Services	132,462	161,410	186,022

OTHER STUDENT SERVICES

Personnel Services	500	500	500
Health Services	112,991	119,102	128,572
Transportation	203,631	203,377	210,577
Food Services	4,322	0	0
Student Body Activities	17,213	20,767	25,161

OPERATION AND MAINTENANCE OF BUILDINGS

Operation of Buildings	594,038	742,057	882,296
Maintenance of Buildings	100,954	129,225	162,065
Extraordinary Maintenance	0	0	0
Networking & Telecommunications	27,413	29,207	44,762

FIXED CHARGES

Retirement Liability	10,750	0	0
Rentals & Leases	22,020	16,839	17,379

TUITION, OTHER PUBLIC SCHOOLS

Vocational Education	0	0	0
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REGULAR DAY PROGRAMS	6,189,508	7,073,711	7,710,999
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BUDGET NAME	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST
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SOUTHBOROUGH SCHOOLS (cont.)

SPECIAL EDUCATION PROGRAMS - CHAPTER 766

INSTRUCTION

Director	65,755	74,537	79,582
Teaching	814,067	859,977	1,237,825
Professional Development	2,778	3,500	4,000
Instructional Hardware & Software	3,121	2,100	2,600
Psychological Services	133,399	147,409	166,765

OTHER STUDENT SERVICES

Health Services	67,894	7,500	45,000
Transportation	150,916	138,200	216,210

OPERATION AND MAINTENANCE OF BUILDINGS

Operation of Buildings	644	1,000	1,000
<u>MAINTENANCE OF EQUIP SPED</u>	4,668	3,500	6,500

PROGRAMS, OTHER SYSTEMS IN MASSACHUSETTS

Tuition, Out	410,179	443,000	607,000
Transportation, Out	0	0	0

PROGRAMS, MEMBER OF COLLABORATIVE

Assabet Collaborative Assessment	77,567	179,500	145,597
Tuition, Out	0	0	0
Transportation, Out	0	0	0

SPECIAL EDUCATION - CHAPTER 766	1,730,988	1,860,223	2,512,079
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SUMMARY

	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST
REGULAR DAY PROGRAMS	6,189,508	7,073,711	7,710,999
SPECIAL ED LOAN (YEAR 3 OF 3)	55,000	55,000	55,000
SPECIAL ED. - CHAPTER 766	1,730,988	1,860,223	2,512,079

GRAND TOTAL OPERATING BUDGET	7,975,496	8,988,934	10,278,078
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BUDGET NAME	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST
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ALGONQUIN REGIONAL HIGH SCHOOL

REGULAR DAY PROGRAMS

ADMINISTRATION

School Committee	51,065	48,898	59,250
Superintendent's Office	118,316	119,960	172,526
Administrative Support	68,086	102,982	130,562

INSTRUCTION

Supervision	51,750	59,230	61,010
Principals	487,202	490,214	531,435
Teaching	3,821,413	4,137,648	4,896,486
Professional Development	48,244	57,200	65,300
Textbooks	77,210	68,664	94,535
Instructional Hardware & Software	52,271	92,074	119,618
Library Services	139,830	144,096	157,022
Audio/Visual Services	4,080	6,250	5,950
Guidance Services	314,588	361,552	429,264

OTHER STUDENT SERVICES

Health Services	66,064	63,165	65,573
Transportation	607,198	606,128	608,128
Food Services	0	0	0
Athletics/Student Body Activities	427,703	477,406	518,898

OPERATION AND MAINTENANCE OF BUILDINGS

Operation of Buildings	510,583	557,190	656,786
Maintenance of Buildings	84,978	110,280	127,030
Extraordinary Maintenance	0	0	0
Networking & Telecommunications	33,864	51,000	46,000

FIXED CHARGES

Retirement Liability	209,222	77,708	75,841
Insurance	665,229	881,676	1,124,726
Rentals & Leases	45,343	52,450	55,450

TUITION, OTHER PUBLIC SCHOOLS

Vocational Education	0	0	0
School Choice	35,259	43,000	43,000

REGULAR DAY PROGRAMS	7,919,498	8,608,771	10,044,390
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BUDGET NAME	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 REQUEST
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ALGONQUIN REGIONAL HIGH SCHOOL (cont.)

SPECIAL EDUCATION PROGRAMS - CHAPTER 766

INSTRUCTION

Director	62,747	71,176	75,619
Teaching	386,549	490,387	505,442
Professional Development	1,033	2,400	2,400
Instructional Hardware & Software	0	5,600	2,000
Psychological Services	34,402	50,182	64,419

OTHER STUDENT SERVICES

Health Services	0	6,500	8,000
Transportation	80,423	29,500	114,500

OPERATION AND MAINTENANCE OF BUILDINGS

New Equipment	0	0	0
Equipment Maintenance	1,711	4,100	3,600

PROGRAMS, OTHER SYSTEMS IN MASSACHUSETTS

Tuition, Out	168,151	150,000	365,000
Transportation, Out	0	0	0

PROGRAMS, MEMBER OF COLLABORATIVE

Assabet Collaborative Assessment	0	0	0
Tuition, Out	63,581	96,500	97,000
Transportation, Out	0	0	0

SPECIAL EDUCATION - CHAPTER 766	798,597	906,345	1,237,980
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SUMMARY

	FY 2000 ACTUAL	FY 2001 BUDGET	FY2002 REQUEST
REGULAR DAY PROGRAMS	7,919,498	8,608,771	10,044,390
SPECIAL ED. - CHAPTER 766	798,597	906,345	1,237,980

GRAND TOTAL OPERATING BUDGET	8,718,095	9,515,116	11,282,370
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NORTHBOROUGH - SOUTHBOROUGH REGIONAL SCHOOL DISTRICT
FY 2002 BUDGET & ASSESSMENTS - DEPT. OF ED. RECOMMENDED METHOD
PRELIMINARY

		68.22%	31.78%
		Northboro	Southboro
Step 1			
Proposed operating budget (FY 2002)		11,282,370.00	
Less Transportation	606,128.00		
SPED Transportation	145,000.00	751,128.00	
Less Fixed Charges		0.00	
Net School Spending		10,531,242.00	
Less Revenues		0.00	
Subtotal		10,531,242.00	
Less Chapter 70 Aid - Preliminary		1,891,266.00	
Less State ward reimbursement		0.00	
Net Budget		8,639,976.00	
Step 2			*
Minimum Local Contribution required by Ed Reform			*
Step 3			
Difference between Min. Contrib. & Net budget balance		8,639,976.00	
Step 4			
Apportion Step 3 amount by agreement		5,894,191.63	2,745,784.37
Step 5			
Transportation Budget	751,128.00		
Less Aid to Transportation estimated	606,128.00	145,000.00	98,919.00
Step 6		46,081.00	
Other Operational Costs	0.00		
Less Revenues	0.00	0.00	
Step 7			
Capital budget (existing debt service)		375,712.00	258,223.00
Step 8		117,489.00	
Total assessments, Minimum local contribution plus apportionments		9,160,688.00	6,251,333.63
Step 9		2,909,354.37	
Excess & Deficiency Offset		75,000.00	51,165.00
FY 2002 Assessments		23,835.00	
Assessment Comparison:			
FY 2001 Assessment		9,085,688.00	6,200,168.63
Dollar Increase		5,187,018.00	2,885,519.37
Percent Increase		1,510,374.00	1,013,150.63
		19.94%	497,223.37
			19.53%
			20.82%

*Information not available from DOE as of 02-06-01

BUDGET NAME	FY 2000 BUDGET	FY 2001 BUDGET	FY 2002 REQUEST
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ASSABET VALLEY REGIONAL VOC. SCHOOL

School Committee	82,108	84,782	87,447
Superintendent & Business Office	350,078	383,906	395,793
Instruction Supervision	275,876	284,114	292,348
Principal Office	120,440	123,518	128,661
Instruction & Supplies	5,059,473	5,486,210	5,785,876
Textbooks	53,000	56,250	59,500
Library Services	95,675	99,758	102,350
Multi-Media	46,593	47,615	12,500
Guidance Services	328,022	341,189	355,878
Attendance	21,907	22,547	21,920
Health Services	52,586	54,021	66,869
Transportation Contracts	754,700	797,502	833,380
Transportation Sports - Field Trips	33,251	33,851	35,451
Athletics Programs	217,130	229,891	242,009
Student Body Activities	62,866	68,319	74,440
Operation of Plant	1,085,942	1,110,490	1,140,853
Maintenance of Plant	278,000	286,050	301,850
Health - Life - Medicare Insurance	566,750	622,250	731,975
Other Insurances	171,745	176,395	187,075
Leases of Equipment	25,000	25,000	25,000
Acquisition of Fixed Assets	150,500	152,000	161,250

VOCATIONAL DAY OPERATING BUDGET	9,831,642	10,485,658	11,042,425
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BUDGET NAME	FY 2000 BUDGET	FY 2001 BUDGET	FY 2002 REQUEST
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ASSABET VALLEY REG. VOC. SCHOOL (cont.)

Right to Know - Asbestos Audit	10,000	10,000	10,000
Single Audit Requirement	10,000	10,000	10,000

RIGHT TO KNOW - AUDIT BUDGET	20,000	20,000	20,000
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Capital Project Roof (P & I)	0	0	0
Special Needs	616,279	659,951	683,160

TOTAL BUDGET	10,467,921	11,165,609	11,745,585
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Less Anticipated Aid & Transfers	(4,604,149)	(5,096,513)	(5,484,647)
Mass. General Law 32B, Section 9 & 9A	75,000	75,000	75,000

TOTAL ASSESSMENT TO COMMUNITIES	5,938,772	6,144,096	6,335,938
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SOUTHBORO ASSESSMENT	95,188	152,459	160,000
Estimate			

ARTICLE 8: To see if the Town will vote to transfer to Surplus Revenue Account (Excess and Deficiency) a sum of money, or do or act anything in relation thereto. (Proposed by the Town Accountant and the Board of Selectmen)

ARTICLE 9: To see if the Town will vote to raise and appropriate, or transfer from any of its available funds and appropriate, the sum of \$1,800 to defray expenses of the Memorial Day exercises. Observance exercises are to be under the auspices of the Bagley-Fay Post No. 161 American Legions, and Choate Post No. 3276, Veterans of Foreign Wars, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 10: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of \$434,361 for the fiscal year beginning July 1, 2001 and ending June 30, 2002 to pay a portion of the expense of the Worcester County Retirement System, of which the Town is a member, and as required by the Worcester County Commissioners, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 11: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate a sum of money for the purpose of paying to retirees the amount due for accrued vacation and sick time, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 12: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of \$12,000 to fund ongoing maintenance of the Town House, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 13: To see if the Town will vote to raise and appropriate, borrow and appropriate, or transfer from available funds and appropriate, a sum of money for the purpose of providing final design and construction of Southborough Community Facilities, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 14: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of a sum of money to fund ongoing maintenance of the Fayville Village Hall, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 15: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, a sum of money to fund monitoring of the Parkerville Road Landfill, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 16: To see if the Town will vote to raise and appropriate, or transfer from available funds and appropriate, a sum of money for hiring special legal counsel, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 17: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of \$3,000 for the purpose of funding Marlborough Addictions Referral Center, Inc., a nonprofit drop-in center, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 18: To see if the Town will vote to raise and appropriate, borrow and appropriate, or transfer from available funds a sum of money for the purpose of implementing a Geographic Information System, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 19: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate the sum of \$250,000 for the maintenance of Town roads, or do or act anything in relation thereto. (Proposed by the Department of Public Works)

ARTICLE 20: To see if the Town will vote to transfer from available funds and appropriate a sum of money in anticipation of reimbursement from the Commonwealth for Chapter 90 highway improvements, or do or act anything in relation thereto. (Proposed by the Department of Public Works)

ARTICLE 21: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate a sum of money for the purpose of purchasing Public Works Equipment, or do or act anything in relation thereto. (Proposed by the Department of Public Works)

ARTICLE 22: To see if the Town will vote to accept from the Commonwealth a certain parcel of land situated off of Middle Road for cemetery purposes, or do or act anything in relation thereto. (Proposed by the Department of Public Works)

ARTICLE 23: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate a sum of money for testing, monitoring and site remediation at the Public Works facility, or do or act anything in relation thereto. (Proposed by the Department of Public Works)

ARTICLE 24: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, the sum of \$70,000 to acquire two new four-door full-size sedan police cruisers and one police van and authorize the Selectmen to sell, turn in or otherwise dispose of two police cruisers and one police van, or do or act anything in relation thereto. (Proposed by the Police Chief)

ARTICLE 25: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, the sum of \$10,000 to acquire a new boiler system as replacement for the existing unit and authorize the Selectmen to sell, turn in or otherwise dispose of the old boiler system, or do or act anything in relation thereto. (Proposed by the Police Chief)

ARTICLE 26: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, a sum of money for the purpose of hiring consulting engineers by various Town departments, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 27: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of \$17,500 to be used for expenses incurred from a private audit of the Town's financial officers to be carried out by a private firm which meets the standards of the Commonwealth of Massachusetts, Bureau of Accounts, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 28: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, the sum of \$6,156 for the purpose of aiding in the funding of the MetroWest Planning Office, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 29: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, a sum of money to participate in a joint purchasing contract for procurement of goods and services with MetroWest Regional Services Consortium, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 30: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate \$2,000 for the purpose of contributing to the annual operating budget of the SuAsCo Watershed Community Council, or do or act anything in relation thereto. (Proposed by the Conservation Commission, Open Space Preservation Commission and Board of Selectmen)

ARTICLE 31: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, a sum of money to be expended under the direction of the Heritage Day Committee for the purpose of paying the necessary costs associated with the Heritage Day celebration and the Heritage Day parade, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 32: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, a sum of money for the purpose of maintenance of equipment, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 33: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, a sum of money for the purpose of establishing a fund to be used to pay the Town's share of casualty and other losses incurred to Town property and equipment which are not covered by insurance policies, and/or which has been destroyed or damaged as a result of accident or casualty, for which a third party is liable and for which the Town is entitled to be reimbursed from damages caused as a result of such accident or casualty, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 34: To see if the Town will vote to renew a revolving fund established under Chapter 44, Section 53 E 1/2, "An Act Authorizing Cities and Towns to Establish Certain Revolving Funds", a revolving fund for the purpose of funding the inspection services for the Sealer of Weights and Measures, plumbing and wiring. All receipts received for the services provided by the above-mentioned departments shall be credited to this account up to the amount of \$60,000. The Town Accountant will authorize expenditures from this revolving fund, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 35: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, the sum of \$14,000 to purchase a copier, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 36: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, the sum of \$10,000 for the purpose of conducting a Household Hazardous Waste Day, or do or act anything in relation thereto. (Proposed by the Board of Health)

ARTICLE 37: To see if the Town will vote to raise and appropriate, or transfer from available funds and appropriate, a sum of money to be deposited in the Stabilization Fund to be held and administered in accordance with the provisions of Massachusetts General Laws, Chapter 40, Section 5b, or do or act anything in relation thereto. (Proposed by the Advisory Committee and Board of Selectmen)

ARTICLE 38: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, a sum of money to fund a Workers' Compensation Claim Reserve Fund as per Massachusetts General Laws, Chapter 40, Section 13C, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 39: To see if the Town will vote to transfer control and management of approximately 130,680 square feet of school property, formerly known as South Union School on Highland Street (Assessors' Map 3, Lot 3), from school purposes to general town purposes, or do or act anything in relation thereto. (Proposed by the Southborough School Committee)

ARTICLE 40: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, a sum of money to hire an architectural firm to undertake a feasibility study that would examine the options and cost that would include renovation and code compliance with the ADA (American Disabilities Act) of the South Union School for the housing of the Southborough Arts Council and to serve as the permanent Southborough Arts Center. The study would also include the feasibility of constructing a playground on this same site, or do or act anything in relation thereto. (Proposed by the Southborough Cultural Arts Council)

ARTICLE 41: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, the sum of \$10,000 for the purpose of compensating qualified senior citizens for services rendered to the Town through the Senior Tax Work-off Program, or do or act anything in relation thereto. (Proposed by the Council on Aging)

ARTICLE 42: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, a sum of money to hire staff with expertise in capital planning and building maintenance for schools and town buildings, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 43: To see if the Town will vote to establish and/or reauthorize a revolving account authorized to, and for the use of the Southborough Fire Department for the receipt of ambulance fees, in accordance with Massachusetts General Laws, Chapter 44, Section 53E ½. Expenditures for fiscal year 2002 will not exceed one percent (1%) of the amount raised by taxation in fiscal year 2001, or do or act anything in relation thereto. (Proposed by the Fire Chief)

ARTICLE 44: To see if the Town will vote to insert a new Section 95, Fire Alarm Code, into the Code of the Town of Southborough. This section shall read as follows:

95-1. DEFINITIONS

For the purpose of this chapter, the following terms, phrases, words and their derivations shall have the meanings given herein. The word "shall" is always mandatory and not discretionary.

ALARM SYSTEM – An assembly of equipment and devices or a single device such as a solid state unit which plugs directly into a one-hundred-ten volt alternating current (AC) line, arranged to signal the presence of a hazard requiring urgent attention and to which the Fire Department is expected to respond.

ALARM USED or USER – Any person on whose premises an alarm system is maintained within the Town except for alarm systems on motor vehicles or proprietary systems. Excluded from this definition and from the coverage of this chapter are Central Station personnel and persons who use alarm systems to alert or signal persons within the premises in which the alarm system is located of an attempted unauthorized intrusion or hold up. If such a system employs an audible signal emitting sounds or a flashing light or beacon designed to signal persons outside the premises, such a system shall be within the definitions of “alarm system” as that term is used in this chapter and shall be subject to this chapter.

ANNUNCIATOR – A device containing two or more targets or indicator lamps in which each target or lamp indicated the circuit condition or location to be annunciated.

ADUDIO-VISUAL ALARM – A UL® listed device which will sound a distinct audible alarm signal rated at eighty-five (85) decibels (dB) at ten (10) feet and will initiate a flashing visual signal.

AUTHORITY HAVING JURISDICTION (AHJ) – The municipal approving authority which is responsible for response to the specific alarm signal that the system is designed to transmit:

Fire Alarms: The Southborough Fire Department

Emergency Medical Alarms: The Southborough Fire Department

AUTOMATIC DIALING DEVICE – An alarm system which automatically sends over telephone lines or otherwise a coded signal indicating the existence and location of the emergency situation that the alarm system is designed to detect.

CARBON MONOXIDE DETECTOR – A UL® listed device, designed to detect carbon monoxide by reacting to minimal levels in the air, powered by a battery or one-hundred-ten (110) volt AC current for local residential systems and twenty-four (24) volts for nonresidential systems.

CENTRAL STATION – An office to which alarm and supervisory signaling devices are connected, where operators supervise circuits or where guards are maintained continuously to investigate signals.

DIGITAL DIALER - A UL® listed device approved by the AHJ which transmits coded point identification to a central station receiver.

DOUBLE ACTION PULL STATION - A UL® listed device designed so that an occupant can manually signal the presence of fire and sound the fire alarm system. To avoid false alarms, this device requires two (2) actions to initiate the signal.

EMERGENCY MEDICAL SERVICES – Emergency medical care and ambulance services provided by the Southborough Fire Department.

FALSE ALARM – An activation of an alarm system due to mechanical failure, malfunction, improper installation, or negligence of the user of an alarm system, his/her employees or agents, or which produces any signal resulting in the response of the Fire Department when in fact there has not been detection of an actual fire, smoke, heat, water flow, or other condition designed to detect a fire or medical alarm. Excluded from this definition are activation of alarm systems caused by natural disasters.

FIRE CHIEF – The Chief of the Southborough Fire Department.

FIRE DEPARTMENT – The Southborough Fire Department.

FM APPROVED – A device which has been tested and approved by Factory Mutual Systems.

GRAPHIC REPRESENTATION – An illustrated representation of the structure which must be posted at both the fire alarm control panel and at the annunciator. This representation must be permanently mounted and protected from damage. It shall be approved by the AHJ.

HEAT DETECTOR - A UL® listed device which detects and signals the presence of heat by temperature monitoring.

IMSA – The International Municipal Signal Association.

KNOX BOX® - A secured key box manufactured by the Knox Company, Irvine, CA. Located on the exterior of all commercial structures with fire alarm systems to which only the Fire Department has access.

NATIONAL FIRE CODE – The fire codes developed and published by the National Fire Protection Association (NFPA).

LICENSED FIRE ALARM INSATLLER – A person licensed by the Commonwealth of Massachusetts to install fire alarm systems.

LOCATING STROBE LIGHT – A red strobe light located over the Knox Box which will flash upon the activation of the fire or emergency medical alarm system so as to draw attention to the structure and indicate the location of the Knox Box.

NATIONAL FIRE ALARM CODE – The fire codes developed and published by the NFPA through a consensus process and referenced as part of this chapter.

NEC – The current version of the National Electrical Code (NFPA 70)

NFPA – The National Fire Protection Association.

NFPA 72 – The current edition of Installation, Maintenance and Use of Remote Station Protective Signaling Systems.

NFPA 90A – The current edition of Installation of Air Conditioning and Ventilation Systems.

NFPA 101 – The current edition of the Life Safety Codes.

NOTICE OF VIOLATION – A legal notice issued by the Fire Chief or his designee under Massachusetts General Laws, Chapter 148, the Massachusetts Fire Prevention Regulations 527CMR or this by-law which indicates non-compliance.

POINT IDENTIFICATION – Utilizing computer and processed logic control system technology, identifies the exact device of alarm origination and communicates this information locally to the fire alarm control panel and fire alarm annunciator through the use of light-emitting diodes, back lighting or alphanumeric description and, at the discretion of the AHJ, transmits this information directly to the Central Station through the use of a digital dialer.

PUBLIC NUISANCE – Anything which annoys, injures or endangers the comfort, repose, health or safety of any considerable number of persons of any community or neighborhood.

SMOKE DETECTOR - A UL® listed detection device, designed to detect fires in their incipient stage by reacting to minute by-products of combustion in the air, which is powered by battery or one-hundred-ten (110) volt AC current for local residential systems and twenty-four (24) volts for non-residential systems (as defined in Underwriters' Laboratory Code 168).

TOWN – The Town of Southborough.

UL® LISTED – Listed and approved for the specific use by Underwriters' Laboratory.

VERIFICATION – The fire alarm option which delays the transmission of an alarm from the smoke detector circuits until cross-zoning of two (2) devices indicates an alarm or a single smoke detector holds an alarm condition for two (2) cycles from a single device. (This option greatly reduces false alarms while maintaining a high level of fire safety.)

WATER FLOW ALARM – An alarm signal initiated by the activation of a fire sprinkler, hose station or fixed water spray fire-suppression system.

ZONE – A specific physical area protected by a group of fire alarm initiating devices.

95-2. GENERAL REGULATIONS

- A. All alarm users of nonresidential fire and emergency medical alarm systems shall equip the alarmed premises with an approved Knox Box of sufficient size to hold all premises keys and other pertinent information. A red indicator strobe light shall be mounted above the Knox Box to indicate its location.
- B. The alarm user shall be responsible with providing the Fire Chief with current information relative to the emergency contacts, hazardous operations and access keys.

95-3. CONTROL REQUIREMENTS

- A. All fire alarms shall be registered with the Fire Department in writing. Registration shall include the fire alarm user's name, address, telephone number, approved Central Station name and telephone number.
- B. Every alarm user shall submit to the Fire Chief the names, addresses and telephone numbers of at least two (2) persons who can be reached at any time, day or night, and who are authorized to respond to an emergency signal transmitted by an alarm system and who can open the premises wherein the alarm is installed.

95-4. INSTALLATION OF FIRE ALARM SYSTEMS (excluding one and two family residential applications)

- A. Prior to the installation or alteration of any fire alarm system, the firm contracted by the alarm user shall apply to the Fire Department for a fire alarm permit. At the time of application the contracted company shall submit fire alarm prints which are drawn to scale and utilize current design and engineering standards. The Fire Chief or his designee shall have twenty-one (21) days to review, comment on, approve or reject these plans. All plans submitted must include the specifications of all devices which the contracted firm proposes to install. If the Fire Chief or his designee rejects these plans, he must reference in writing the basis of his rejection.
- B. Whenever possible, the automatic dialing device equipment proposed shall provide point identification to the central station. Tamper devices shall transmit a supervisory signal to the central station. Graphic Representation as well as a Knox Box and exterior locating strobe light shall be provided on all installations.
- C. Installation shall be conducted in accordance with Massachusetts General Laws, Fire Prevention Regulations 527 CMR, Massachusetts Building Code 780 CMR, NFPA 70, NFPA 72 and all other applicable codes.
- D. At the completion of the fire alarm system installation, the fire alarm contractor shall perform a one hundred percent (100%) test as outlined in NFPA 72 of all initiating and control devices. At the completion of this testing process, the fire alarm contractor shall furnish the Fire Chief or his designee with a letter of one hundred percent (100%) testing and request a final inspection for system approval. The first inspection will be provided as part of the fire alarm permit fee, and each reinspection will be performed at an additional fee.

95-5. MAINTENANCE AND REPAIR OF FIRE ALARM SYSTEMS.

- A. Permits shall be obtained from the Fire Department prior to starting any alteration or repair of fire alarm systems. Fees for permits shall be established by the Fire Chief and approved by the Board of Selectmen. All work shall be conducted in accordance with NFPA 70, NFPA 72, and all applicable Massachusetts General Laws and Regulations. Permits will be available between the hours of 8:00 AM and 6:00 PM at

Fire Headquarters, 21 Main Street. For off hour emergency repairs (between the hours of 6:00 PM and 8:00 AM), permits may be obtained the next day after 8:00 AM.

- B. In addition to the issuance of a permit as indicated in Section 5 A, the Fire Department and Central Station shall be notified via telephone immediately prior to any test, maintenance, alteration or repair of fire alarm systems (to reduce the chance of a false fire alarms). Notification shall also be given via telephone at the completion of the work.
- C. Only licensed personnel or persons working as an apprentice under the supervision of licensed personnel as approved by the Commonwealth of Massachusetts shall be allowed to perform maintenance and repairs to fire alarm systems.

95-6. THE INSTALLATION AND MAINTENANCE OF RESIDENTIAL FIRE ALARM SYSTEMS.

- A. Prior to the issuance of any building permit for new construction or alterations to one and two family residences, the applicant shall submit a set of plans to the Fire Department for approval of the fire detection system. The plans shall show all devices as required by Massachusetts General Laws Chapter 148, 780CMR the Massachusetts Building Code and 527CMR the Massachusetts Fire Prevention Regulations.
- B. Upon completion of the building or renovations, the applicant shall schedule an inspection with the Fire Department. A one hundred percent (100%) test shall be conducted on all devices. A Certificate of Compliance shall be issued by the Fire Department in accordance with Massachusetts General Laws Chapter 148, Section 26 upon successful testing of the system. A fee for the Certificate of Compliance shall be established by the Fire Chief and approved by the Board of Selectmen.
- C. Maintenance and repair shall conform to Section 95-5.

95-7. FALSE ALARMS

- A. When emergency messages and/or signals are received by the Fire Department that evidence false alarms, the Fire Chief shall take such action as may be appropriate under this section, and when so required by the terms of this by law, order the immediate repair and upgrade of fire alarm systems in such a manner as to reduce the occurrence of false alarms.
- B. After the Fire Department has recorded three (3) separate false alarms within a calendar year (commencing January 1st) from an alarm system, the Fire Chief or his/her designee shall notify the alarm user in writing and by certified mail of such facts, including dates and times of each alleged false alarm.

95-8. VIOLATIONS AND PENALTIES

- A. Any user of an alarm system which transmits false alarms shall be assessed a fine more commensurate with the Department's costs in accordance with the following schedule for each false alarm in excess of three (3) occurring within a calendar year. These fines may be adjusted by the Fire Chief, who will provide the Board of Selectmen with an annual report of the status of these fines and the outstanding balances which are due.

Emergency Medical:	one hundred fifty dollars (\$150) per alarm
Fire Alarms:	one hundred fifty dollars (\$150) per alarm

In extenuating circumstances where, in the opinion of the Fire Chief of his designee, that a continuous ongoing effort to resolve the false alarm situation exists, the Fire Chief or his designee may waive the false alarm assessment.

95-9. DISPOSITION OF FUNDS

A. All fines assessed shall be paid to the Town Treasurer for deposit in the General Fund. This by-law shall be subject to Massachusetts General Laws Chapter 40, Section 21D for non-criminal enforcement.

, or do or act anything in relation thereto. (Proposed by the Fire Chief)

ARTICLE 45: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, a sum of money to replace the windows at Fire Headquarters, or do or act anything in relation thereto. (Proposed by the Fire Chief)

ARTICLE 46: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, a sum of money to purchase equipment for the creation of a Public Safety Dispatch Facility, or do or act anything in relation thereto. (Proposed by the Fire Chief)

ARTICLE 47: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, a sum of money to install waste water holding tanks at Fire Headquarters, 21 Main Street and Station 2, 2 Harrington Court, or do or act anything in relation thereto. (Proposed by the Fire Chief)

ARTICLE 48: To see if the Town will vote to raise and appropriate, borrow and appropriate, or transfer from available funds and appropriate, a sum of money for the purpose of road and sidewalk safety improvements along and near Southville Road and Parkerville Road, in the vicinity of Finn, Neary and Trottier Schools, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and Southborough School Committee)

ARTICLE 49: To see if the Town will vote to amend the Town By-Law by deleting Section 41-20, Quorum requirement and replace it with the following: To conduct business at any Annual or Special Town Meeting, a quorum of ten (10) registered voters in the town shall be present, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 50: To see if the Town will vote to insert a new section, Section 41-1.D., Schedule Fall Town Meeting to the Code of the Town of Southborough. The section shall read as follows:

Section 41-1.D. Schedule Fall Town Meeting

A Fall Town Meeting shall be held in October of each year on a date to be set by the Board of Selectmen. The Warrant for said Fall Town Meeting shall be open for insertion of Articles for a period of not less than one (1) week, closing at least four (4) weeks prior to said Town Meeting date.

, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 51: To see if the Town will vote to appropriate the sum of \$500,000 for the purpose of financing the following water pollution abatement facility projects: repair, replacement and/or upgrade of septic systems, pursuant to agreements with Board of Health and residential property owners, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws or any other enabling authority; to determine whether this appropriation shall be raised by borrowing from the Massachusetts Water Pollution Abatement Trust or otherwise, or do or act anything in relation thereto. (Proposed by the Board of Health)

ARTICLE 52: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, the sum of \$200,000 to purchase two (2) portable classrooms for the Neary School, or do or act anything in relation thereto. (Proposed by the Southborough School Committee)

ARTICLE 53: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, the sum of \$5,446 to purchase classroom furniture for the Neary School, or do or act anything in relation thereto. (Proposed by the Southborough School Committee)

ARTICLE 54: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, the sum of \$105,467 for the FY 2002 installment of the multiyear technology update in all Southborough Public Schools, or do or act anything in relation thereto. (Proposed by the Southborough School Committee)

ARTICLE 55: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, the sum of \$19,800 for Southborough Public Schools' portion of the purchase of furniture and equipment for the Office of the Superintendent of Schools, or do or act anything in relation thereto. (Proposed by the Southborough School Committee)

ARTICLE 56: To see if the Town will vote to authorize borrowing by the Northborough-Southborough Regional School Committee, in accordance with Massachusetts General Laws, Chapter 71, Section 16(d), as amended, or for the Town of Southborough to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, their share of the sum of \$136,000 for the purpose of equipment purchases of a capital nature for the FY 2002 installment of the multiyear technology update at Algonquin Regional High School, or do or act anything in relation thereto. (Proposed by the Northborough-Southborough Regional School Committee)

ARTICLE 57: To see if the Town will vote to authorize borrowing by the Northborough-Southborough Regional School Committee, in accordance with Massachusetts General Laws, Chapter 71, Section 16(d), as amended, or for the Town of Southborough to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, their share of the sum of \$503,160 for making extraordinary repairs, renovation and purchasing equipment of a capital nature at Algonquin Regional High School, or do or act anything in relation thereto. (Proposed by the Northborough-Southborough Regional School Committee)

ARTICLE 58: To see if the Town will vote to authorize borrowing by the Northborough-Southborough Regional School Committee, in accordance with Massachusetts General Laws, Chapter 71, Section 16(d), as amended, or for the Town of Southborough to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, their share of the sum of \$19,800 for the Northborough-Southborough Regional School District's portion of the purchase of furniture and equipment for the Office of the Superintendent of Schools, or do or act anything in relation thereto. (Proposed by the Northborough-Southborough Regional School Committee)

ARTICLE 59: To see if the Town will vote to amend the Zoning Code of the Town of Southborough by changing the following described areas from Residence B District to Business Village District as follows:

Land located on the north side of Route 9 and east of Pleasant Street, identified as Map 39, Parcels 11, 12, 13, 14 and Map 38, Parcel 76 of the Southborough Assessors' records, being 3.77 acres, more or less.
, or do or act anything in relation thereto. (Proposed by Marcella Mazzarelli et al)

ARTICLE 60: To see if the town will vote to amend the Zoning Code of the Town of Southborough, Article III, Use Regulations, Section 174-8.2 - Residence A District, Paragraph A.(8) to read "Construction of private garage or private parking for not more than three (3) vehicles. One vehicle may be a truck or other commercial vehicle." And to further amend Section 174-8.2, Paragraph B.(12) to read "Private garage or parking for more than three (3) vehicles."

, or do or act anything in relation thereto. (Proposed by the Planning Board)

ARTICLE 61: To see if the Town will vote to amend the Zoning Code of the Town of Southborough, Article III, Use Regulations, Section 174-8.2 - Residence A District, Paragraph D.(4) to read; "Maximum height: thirty-five (35) feet, two and one-half (2 ½) stories [seventeen (17) feet, one (1) story for accessory buildings].

, or do or act anything in relation thereto. (Proposed by the Planning Board)

ARTICLE 62: To see if the Town will vote to amend the code of the Town of Southborough Article III, Section 174-8.2; Residence A District; Paragraph D.(5) to read: Maximum floor area ratio: fifteen-hundredths (.15).

, or do or act anything in relation thereto. (Proposed by the Planning Board)

ARTICLE 63: To see if the Town will vote to amend the code of the Town of Southborough Article III, Section 174-8.3; Residence B District; Paragraph D.(5) to read: Maximum floor area ratio: eighteen-hundredths (.18), and Paragraph E.(5) to read: Maximum floor area ratio: twenty-hundredths (.20).

, or do or act anything in relation thereto. (Proposed by the Planning Board)

ARTICLE 64: To see if the Town will vote to amend the Zoning Code of the Town of Southborough, Article III, Use Regulations, Section 174-13 - **Landscaping**, as follows:

A. Purpose and Applicability

(1) Purpose - The purpose of this section is to improve the appearance, environment, character, and value of the total community; and to protect nearby properties, thereby promoting the general welfare.

(2) Applicability - Street, side line, vehicular use area and district boundary plantings and screening shall be provided as specified below when any new building, addition or change of use requires a parking increase of five (5) or more spaces. In performing site plan review under §174-10, the Planning Board may reduce or waive the requirements of this section, if in their judgment, strict compliance would be unreasonable due to existing site conditions.

(3) Exceptions - The requirements of this section do not apply to developments or renovations in the Business Village District. A landscape plan shall be submitted as part of each site plan or Special Permit Application in the Business Village District, with a written explanation of how the landscaping (or lack thereof) is in the best interest of retaining the character of the Village District.

B. Unchanged

C. Street planting area. Street planting is required for all nonresidential premises. A landscaped buffer strip shall be a minimum of fifteen (15) feet in depth. Also refer to subsection G. Existing vegetation.

D. Side and rear line planting area. A landscape buffer strip a minimum of ten (10) feet in width shall abut all side and rear property lines.

E. Unchanged

F. District boundary planting area. A landscaped buffer strip, a minimum of twenty (20) feet in width is required on any nonresidential premises along the full length of any boundary abutting property that is residentially used or zoned except that in the Industrial Park District (IP) the buffer strip shall be a minimum of fifty (50) feet in width. The buffer strip shall contain existing vegetation and/or plantings that are sufficiently dense in the opinion of the Planning Board to adequately screen adjacent residential properties.

G. - K. Unchanged

, or do or act anything in relation thereto. (Proposed by the Planning Board)

ARTICLE 65: To see if the Town will vote to amend the existing Zoning Map of the Town of Southborough as follows: By removing the following from a Residence A (RA) District and establishing the same as a Industrial Park (IP) District.

METES AND BOUNDS DESCRIPTION

A certain parcel of land in the Commonwealth of Massachusetts, County of Worcester, Town of Southborough situated north of Gilmore Road and shown on a plan entitled "Plan Showing Proposed Rezoning in Southborough, MA," Scale 1" = 200", dated December 1, 2000, prepared by Beals and Thomas, Inc. More particularly bounded and described as follows:

Beginning at the most southwesterly corner of said parcel, said point being N 37 24 31 W 891.30 feet from the intersection of the north side of Gilmore Road and the Southborough/Westborough town line, thence running;

N 37 24 31 W	1567.58 feet by said town line to a point, said last course being bounded in part by land now or formerly Trustees of Park Central Realty Trust and in part by land now or formerly Thomas J. Flatley, thence turning and running;
N 77 05 51 E	117.78 feet to a point, thence turning and running;
N 70 01 15 E	59.45 feet to a point, thence turning and running;
N 86 51 08 E	104.48 feet to a point, thence turning and running;
S 00 43 09 E	72.14 feet to a point, thence turning and running;
N'88 17 22 E	181.58 feet to a point, thence turning and running;
N 50 36 31 E	356.80 feet to a point, thence turning and running;
S 72 42 08 E	313.60 feet to a point, thence turning and running;
S 00 05 40 E	453.66 feet to a point, thence turning and running;
N 89 07 29 E	165.48 feet to a point, said last ten courses being bounded by land now or formerly Charles Whittemore & Kathryn Whittemore, thence turning and running;
N 88 20 15 E	179.75 feet to a point, said last course being bounded by land formerly Warfield, thence turning thence turning and running;
S 21 30 53 E	138.71 feet to a point, thence turning thence turning and running;
N 88 54 14 E	92.40 feet to a point, thence turning and running;
S 83 51 45 E	157.07 feet to a point, thence turning and running;
S 84 39 22 E	315.43 feet to a point, said last four courses being bounded by land now or formerly Garabedian, thence turning and running;
S 05 00 33 W	665.52 feet to a point, thence turning and running;
S 84 44 32 W	1083.69 feet to the point of beginning, said last two courses being on land now or formerly Trustees of Park Central Realty Trust.

Containing 1,637,954 square feet more or less, or 37.60 acres, more or less.

, or do or act anything in relation thereto. (Proposed by the Trustees of Park Central)

ARTICLE 66: To see if the Town will vote to amend the existing Zoning Map of the Town of Southborough as follows: By removing the following from a Residence A (RA) District and establishing the same as a Industrial Park (IP) District.

METES AND BOUNDS DESCRIPTION

A certain parcel of land in the Commonwealth of Massachusetts, County of Worcester, Town of Southborough situated south of Route 9 and shown on a plan entitled "Plan Showing Proposed Rezoning in Southborough, MA," Scale 1" = 200", dated December 1, 2000, prepared by Beals and Thomas, Inc. More particularly bounded and described as follows:

Beginning at the intersection of the existing zone line and land now or formerly Peter G. & Betty Jo Dowd, said point being S 00 35 18 W 1173.67 feet from the intersection of the existing zone line and southerly side line of Route 9, thence running;

S 25 14 42 E	1101.97 feet to a point, thence turning and running;
S 32 4122 W	795.70 feet to a point, said last two courses being on land now or formerly EMC Corporation, thence turning and running;
S 11 48 56 W	294.39 feet to a point, said last course being bounded by land now or formerly Amir Eldad, thence turning and running;
N 00 35 16 E	1954.65 feet to the point of beginning, said last course being on land now or formerly EMC Corporation.

Containing 427,555 square feet more or less, or 9.815 acres, more or less.

, or do or act anything in relation thereto. (Proposed by EMC Corporation)

ARTICLE 67: To see if the Town will vote to accept as a public way Brookside Road described on a plan entitled "Acceptance plan of Brookside Road in Southborough, MA" by Engineering Design Consultants, Inc. dated January 23, 2001, or do or act anything in relation thereto. (Proposed by Irene B. & Richard F. Tibert and eighteen others)

ARTICLE 68: To see if the Town will vote to accept as a public way Vale Terrace described on a plan entitled "Plan of Acceptance of Vale Terrace, Southborough, Mass." prepared by MetroWest Engineering, Inc., dated October 11, 1996, or do or act anything in relation thereto. (Proposed by the Planning Board)

ARTICLE 69: To see if the Town will vote to accept as a public way Killam Farm Lane described on a plan entitled "Roadway Acceptance Plan, Killam Farm Lane in Southborough, Massachusetts" prepared by Sullivan, Connors & Associates, dated September 25, 2000, or do or act anything in relation thereto. (Proposed by the Planning Board)

ARTICLE 70: To see if the Town will vote to accept as a public way Hubley Lane described on a plan entitled "Road Acceptance Plan of Hubley Lane in Southborough, Mass." Prepared by MetroWest Engineering, Inc., dated February 14, 2001, or do or act anything in relation thereto. (Proposed by the Planning Board)

ARTICLE 71: To see if the Town will vote to accept Massachusetts General Laws, Chapter 44B, Sections 3-7, known as the Community Preservation Act, which establishes a special "Community Preservation Fund" that may be appropriated and spent for certain open space, historic resources and affordable housing purposes, to approve a property tax surcharge of three percent of the taxes assessed annually on real property which shall be dedicated to the fund, such surcharge to be imposed on taxes assessed for fiscal years beginning on or after July 1, 2001, and to exempt from the surcharge any or all of the following:

- (1) property owned and occupied as a domicile by a person who qualifies for low income housing or low or moderate income senior housing in the town;
- (2) \$100,000 of the assessed valuation of Class One, residential parcels.

, or do or act anything in relation thereto. (Proposed by the Community Preservation Committee)

ARTICLE 72: To see if the Town will authorize the Board of Assessors to use free cash in the Town treasury, and if so, what sum for the purpose of reducing the amount to be raised and appropriated and assessed as taxes in the fiscal year beginning July 1, 2001 and ending June 30, 2002, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

And to notify the inhabitants of the First Precinct of said Town of Southborough qualified to vote in elections to meet in the Central Fire Station, 21 Main Street, in said Southborough; and the inhabitants of the Second Precinct of said Town to meet in the P. Brent Trottier Middle School, 49 Parkerville Road, in said Southborough, on

Monday, May 14, 2001

then and there at those places to bring in their votes to the Election Officers at the respective Precinct, for Moderator, a term of one year; for one member of the Board of Selectmen, a term of three years; for one member of the Board of Assessors, for a term of three years; for one member of the School Committee for a term of three years; for two members of the Northborough-Southborough Regional School District Committee, one for three years from Southborough, one for three years from Northborough; for one member of the Board of Health for a term of three years; for two members of the Board of Trustees of the Southborough Library for a term of three years; and for one member of the Planning Board for a term of five years.

The Polls in each Precinct will be open at 8:00 a.m. and will be closed at 8:00 p.m. of said day.

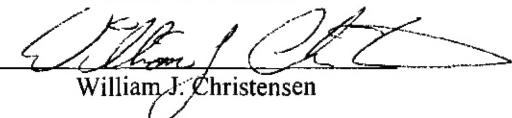
And you are to give notice hereby by posting true and attested copies of the Warrant at the Southborough Town House, Central Fire Station, Southville Fire Station, McCarthy's Restaurant, Mauro's Market, Southborough Library, Turnpike Food and Liquor Mart, Margaret A. Neary School, P. Brent Trottier Middle School, Mary E. Finn School, Fitzgerald's General Store and Fayville Village Hall, seven days at least before the time appointed for such meeting.

Given under our hand this 20th day of February 2001.

David W. Parry, Chairman



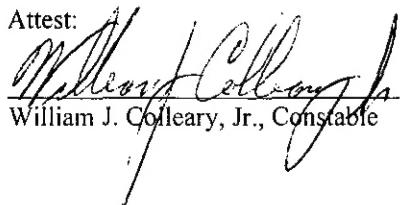
David A. Coombs



William J. Christensen

BOARD OF SELECTMEN OF THE TOWN OF SOUTHBOROUGH

Attest:



William J. Colleary, Jr., Constable

WHO DO I CALL??



SOUTHBOROUGH TOWN HOUSE

17 Common Street, 01772

Main Number: 508-485-0710

Fax 508-480-0161

Email: selectmen@southboroughma.com

EMERGENCY NUMBER.....911 (Police, Fire, Ambulance)

<u>DEPARTMENT</u>	<u>PHONE</u>	<u>CONTACT NAME</u>
Animal Control Officer	485-7817	William J. Proctor
Assessors	485-0720	Paul Cibelli, Principal Assessor
Board of Appeals	485-0717	Cindi Krawczyk, Secretary
Building Dept.	485-0717	Peter C. Johnson, Inspector
Cemetery Division-DPW	485-1618	Bridget Gilleney, Division Supt.
Conservation Commission	351-6913	Kathy O'Brien, Secretary
Fire Department	485-3235	John Mauro, Fire Chief
Health, Board of	481-3013	Paul Pisinski, Health Agent
Housing Authority	481-2166	Carol Renaud, Director
Library	485-5031	Judith Williams, Library Director
Planning Board	485-0717	Wayne Thies, Town Planner
Police Department	485-2147	William Colleary, Police Chief
Public Works Dept.	485-1210	John W. Boland, Supt.
Recreation Commission	229-4452	Kathryn Garcia, Director
Selectmen	485-0710	Janice C. Conlin, Town Administrator
Senior Center	229-4453	Leah Alea, Coordinator
Town Accountant	485-0710	Dorothy M. Phaneuf
Town Clerk	485-0710	Tara Ward, Asst. Town Clerk
Transfer Station-DPW	485-2511	Hours: 8:00 am - 6:00 pm Wednesday through Saturday
Treasurer/Collector	485-0710	Daniel M. Keyes
Veterans' Agent	485-0710	Irene Burkis Tibert
Water Division-DPW	485-1845	Donald Buzzell, Asst. DPW Director
Youth and Family Services	481-5676	Laurie Sugarman-Whittier, Director
<u>OTHER SERVICES</u>		
Arts Council	481-9351	Phoebe Krewson, Director, Arts Center
Community House	485-4887	Bertha Ginga
Crime Tip Hotline	229-4447	Call by 10:30 am for next day's reservation
Hot Lunch Program	229-4453	
Post Office, 162 Cordaville Rd.	485-2669	
Citizen Information	1-800-392-6090	Secretary of State's Office
Charter Communications	1-800-634-1008	Cable TV provider
Mass. Electric	1-800-322-3223	
NSTAR (COMGAS)	1-800-572-9337	
<u>SCHOOLS</u>		
Algonquin Reg. High School	351-7010	Edward J. Gallagher III, Principal
Superintendent's Office	351-7000	Robert Melican, Superintendent of Schools
Assabet Valley Reg. Voc.	485-9430	Eugene S. Carlo, Superintendent/Director
Mary Finn (K-2)	485-3176	Mary A. Ryan, Principal
Margaret Neary (Gr. 3-5)	481-2300	Stephen Billhardt, Principal
Trottier Middle School (Gr. 6-8)	485-2400	Linda Murdock, Principal